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TOWN OF NEEDHAM

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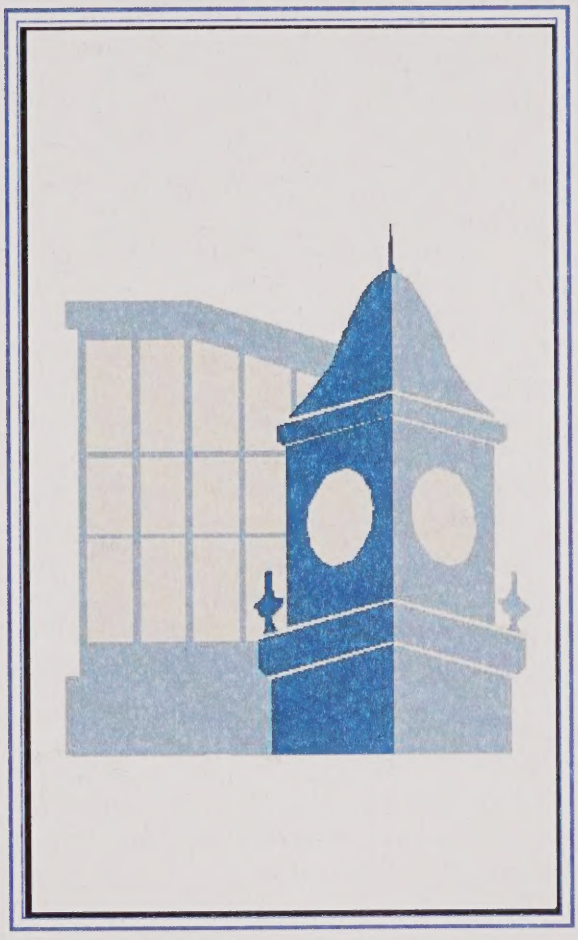

ANNUAL REPORT

NEEDHAM, MASSACHUSETTS

The Town of Needham expresses its sincere gratitude to the Board of Library Trustees for the use of the graphic design on the cover of this Report.

This Annual Town Report is Dedicated to
James Hugh Powers
In Recognition of his Invaluable Service
To the Needham Community

Elected in 1951, James Hugh Powers is now the Town's most senior Town Meeting Member. His life has been dedicated to analyzing, evaluating, and in some cases rewriting legislation, on the state and local level. He has worked diligently as an "unofficial" research assistant on the modernization and improvement of Town government. Mr. Powers worked for the General Court from 1950 until his retirement in 1988. Since then, Mr. Powers has channeled his knowledge into local issues, tirelessly researching and preparing innovative responses for countless issues facing Needham's citizens.

To try to summarize Mr. Powers' military and professional career and his many community contributions would be an injustice to his esteemed life. Some highlights are listed below:

- 1949 Harvard University Graduate (as a member of the Class of 1946)
- 1943 – 1945 Private First Class, United States Marine Corps
- 1950 – 1988 General Court (State Legislature) of Massachusetts
  Special Commission on the Structure of State Government, Fiscal Survey Commission, and Legislative Research Bureau
- 1950 – 1955 Member and (later) Chairman, Salary & Wage (now Personnel) Committee
- 1962 – 1967 Member, Selectmen's Advisory Committee on Home Rule
- 1968 Member and Chairman, Selectmen's Home Rule Study Committee
- 1968 – 1971 Member and Chairman, Home Rule Charter Study committee
- 1995 – 1997 Member and Chairman, Special Committee on School Finance

Mr. Powers, an avid pedestrian, is often seen traveling the sidewalks (or navigating around snowbanks) between his home and Town Hall. On his house he proudly displays an "I Love Needham" sticker. We are sure the same can be said from Needham's citizens to Mr. Powers. We are thankful for his many contributions.

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A Message from the Board of Selectmen

The Annual Town Report is a document that is issued each spring and contains information from the fiscal year that ended the previous June. First and foremost, the report is intended to provide citizens with an accounting of the appropriations and expenditures of the previous fiscal year. The report also contains descriptions of the operations and accomplishments of the various Town departments, boards, and committees, and those regional organizations that have an impact on the operations of the Town.

The Town produces several other documents that will provide residents and property owners with information on Town operations. The Town Manager's Fiscal Year 2007 Proposed budget can be obtained from the Office of the Town Manager or at the Town's website at www.town.needham.ma.us. The budget document contains an analysis of the Town's current financial condition and trends affecting municipal finance. Also included in the Proposed budget are goals and objectives of the various departments, boards and committees for the coming year. A companion document to the Proposed Budget is the 2007-2011 Capital Improvement Plan, a summary of which is included in the Proposed Budget for easy reference. The CIP contains valuable information about the capital projects that have been funded in the past four years and those proposed for fiscal year 2007 through 2011. The document also includes a comprehensive list of the Town's outstanding and proposed debt financing obligations. Finally, the warrant for the 2006 Annual Town Meeting will be available in early April, and will provide interested residents with the items that will be debated at the Town Meeting. The warrant includes the Annual Report of the Finance Committee, as well as the Finance Committee's proposed budget for fiscal year 2007. The warrant also includes a listing of all funded positions in Town service, and a summary table of the Town's current debt obligations. The Annual Town Meeting warrant is also available at the Town's website.

The Board of Selectmen and Town Manager wish to thank the Town staff and the many citizens, volunteers, committee members and others, whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall or visit www.town.needham.ma.us

~ Community Profile ~

The Town of Needham is located on rocky uplands within a loop of the Charles River in Eastern Massachusetts. The town is bordered by Wellesley on the west and northwest, Newton on the north and northeast, the West Roxbury section of Boston on the east, Dedham on the southeast and south, and Westwood and Dover on the south. Needham is ten miles southwest of Boston, twenty-nine miles east of Worcester, and about 208 miles from New York City. The town has a total area of 12.70 square miles and a total land area of 12.61 square miles.

Figure 1: Needham, Massachusetts

Needham is situated in the greater Boston area, which has excellent rail, air, and highway facilities. Principal highways are State Routes 128 (the inner belt around Boston) and 135, and Interstate Route 95, which share the same roadway as State Route 128. Commuter rail service is available via four stations to Back Bay Station and South Station in Boston. Needham is a member of the Massachusetts Bay Transportation Authority (MBTA), which provides fixed bus route service between Needham Junction and Watertown Square.

Needham was incorporated in 1711 and has experienced numerous changes over its history. Early settlers relied primarily on agriculture and grazing plus some winter lumbering with orchards and tanneries as supplements in the 1700s. Saw and gristmills were opened along the Charles through the 18th century. Extension of the rail and land speculation encouraged settlement, and the town saw the growth of industrial employment and production at the same time during the mid-19th century. Needham manufacturers made knit goods, underwear, hats, shoes and silk, although attempts to cultivate silk worms were short-lived.

Land speculation, housing development and knitted underwear continued to be the foundation of Needham's economy into the 20th century, with the famous William Carter Corporation prominent in the children's knitwear industry. The construction of Route 128 in 1931 opened portions of the town to development as part of the high-tech highway in the post-World War II electronic industrial boom. The creation of one of the nation's first industrial parks in 1950, the later addition of high technology firms, the improvement of access to Route 128 and Boston, and Needham's fine schools and public services have contributed to the Town's emergence as one of the more desirable suburbs of Boston.

While Needham has developed over the years, population figures have remained relatively stable since the 1970s, ranging from 29,748 in 1970 to 27,901 in 1980 to 27,557 in 1990 to 28,911 in 2000 (source: U.S. Census).

GENERAL GOVERNMENT

BOARD OF ASSESSORS

Thomas J. Mulhern, Chairman
John J. Ryan, Clerk
James M. Zeiger
Hoyt B. Davis Jr., Administrative Assessor

The Board of Assessors is responsible for the administration of a wide range of state laws pertaining to *ad valorem* taxation. Valuation of all real estate and personal property, as well as the administration of the Massachusetts state motor vehicle excise tax, is done on an annual basis. Information pertaining to all residential, commercial/industrial and personal property is maintained and updated on an ongoing basis. Upon the completion of the annual and special Town Meetings, and receipt of warrants from county and state funding sources, the financial information is processed in preparation for the setting of the tax rate by the Selectmen and the Board of Assessors.

FY05 ACHIEVEMENTS

The Assessor's Office successfully completed the state mandated "Triennial Re-certification Program", which is a program that requires all cities and towns in the state to revalue all Real and Personal property in town and have those values certified by the Department of Revenue. The new Personal Property specialist and recently promoted Assistant Administrative Assessor are performing very well in the new multi-tasking environment of the office. One of the former clerks has successfully completed the requirements to be a Massachusetts Accredited Assessor and has transitioned from her former duties, to those of a building permit specialist and data collector. This will continue to reduce reliance on outside vendors. The office has also successfully been able to perform the new duties that have been required of it due to the implementation of the Community Preservation Act. The office also assisted in the application process and initial distributions from the Needham Taxpayer Assistance Program that is funded through resident's contributions.

FY06 GOALS

During FY06 the Assessor's Office will be gearing up for installation of the next generation of computer technology that will make the assessing process faster and more efficient. The newly appointed Assistant Administrator will continue to expand her role in gathering the field data that is vitally important to accurate assessments. The office will also look to increase the utilization of their newly hired staff member in the areas of Real and Personal Property data collection as well as building permit and sales inspections. Staff members will continue to undergo training and orientation in the areas of computer skills and municipal law changes that affect their areas of expertise.

The Inventory

Single Family	8,330	Chapter Land	10
Condominium	610	Mixed Use	23
Two Family	320	Commercial	366
Three Family	19	Industrial	49
Four + Family	25	Personal Property	1,023
Vacant Land	177		

BOARD OF REGISTRARS

John W. Day
Mary J. McCarthy
Barbara B. Doyle
Theodora K. Eaton

PURPOSE

The Board of Registrars consists of four members of which one member is the Town Clerk by virtue of the office. The Board of Selectmen appoints the other three members. This Board can be compared to an Election Commission in a city and the Elections Division of the Office of the Secretary of the Commonwealth. The board must always contain, as nearly as possible, representatives of the two leading political parties - Democrats and Republicans - and no more than two members of each.

The Town Clerk and office staff carries out the functions of the Board of Registrars. These responsibilities include conducting of elections and recounts, voter registration, compilation of the Annual List of Residents, publication and circulation of the voting and street lists, certification of signatures on nomination papers and petitions, and recording of Town Meeting attendance.

The polling places have been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C - Newman School - Gymnasium
Precinct D - High Rock School – Classroom
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G – Broadmeadow School Performance Center
Precinct H – Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

FY05 HIGHLIGHTS

The Board of Registrars conducted three elections in FY05 – the State Primary, the State Election and the Annual Town Election. Voter turnout for the three elections in FY05 was as follows:

September 14, 2004	**State Primary**	**3,947 (21.41%)**
November 2, 2004	**State Election**	**16,905 (87.31%)**
April 12, 2005	**Annual Town Election**	**4,985 (26.85%)**

The Annual Listing of Residents was conducted by mail again this year with over 85% of the residents responding within the two months. Once again, the Annual Census included a request for Veteran status. Also, the dog license renewal application was included and has been well received by the dog owners. In accordance with Massachusetts General Laws the Annual Census is used to purge the Town's voting list, provide a listing for use by the Jury Commission, provide listings of school-age residents under the age of 21 for the School Department, and compile the list of dog owners. It is also used for public safety purposes as well as federal funding.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not respond to the confirmation notice were placed on the inactive voting list. The inactive voter status remains until the conclusion of the second biennial state election at which time those inactive voters are removed from the Town of Needham voting list. Names were also removed because of death and other changes in voting status. Upon completion of the revision, the total number of registered voters was 18,712 plus 994 inactive voters. 2005 Population for the Town of Needham includes 28,996 residents plus 994 inactive voters for a total of 29,990.

BOARD OF SELECTMEN / TOWN MANAGER

John A. Bulian, Chairman
John H. Cogswell, Vice Chairman
Gerald A. Wasserman, Clerk
Daniel P. Matthews
James G. Healy
Kate Fitzpatrick, Town Manager

The Board of Selectmen consists of five individuals elected for staggered three-year terms, and serves as one part of the Executive Branch of government for the Town. The Board shares this role with other elected and appointed boards. The Board of Selectmen customarily meets on the second and fourth Tuesdays of the month, except in July and August, when meetings are held on the third Tuesday of the month, and April, when the Board typically meets on the second Wednesday and Fourth Tuesday. Meetings begin at 6:45 p.m. at Town Hall. From 6:45 to 7:00 p.m.,

residents who wish to informally discuss matters with the Board may do so, with or without calling for an appointment in advance. Other meetings may be scheduled as needed and are posted at Town Hall. All meetings are open to the public.

The Board of Selectmen appoints a Town Manager who is responsible for the administration of the day-to-day operation of the Town, including direct oversight of those departments under the jurisdiction of the Board of Selectmen. The Assistant Town Administrator/Personnel provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as retirees, and oversees several departments. In addition, the Assistant Town Administrator/Personnel, in conjunction with the Town Administrator and Assistant Town Administrator/Finance is part of the Town's senior management team, responsible for negotiations with, and contract administration for the Town's six general government collective bargaining groups.

The Board of Selectmen is considered the "chief elected officials" of the community, and is responsible for:

- Establishing policies and procedures for the coordination of Town government operations.
- Representing the interests of Town residents in business dealings, legal affairs, and intergovernmental cooperation with other municipal, county, state, and federal agencies.
- Making appointments to those Town Boards and Committees under its control.
- Convening the Annual Town Meeting in May and any Special Town Meetings that may be required, and preparing the Warrant (listing of Articles) for Town Meeting consideration.
- Licensing all food and liquor establishments and transportation companies.
- Appointing the Town Manager and Town Counsel.
- Approving appointments recommended by the Town Manager for the positions of Assistant Town Manager/Finance, Assistant Town Manager/Personnel, Fire Chief, Police Chief, and Director of Public Works.

The Town Manager is the chief executive officer of the Town, and is responsible for:

- Reviewing and recommending the reorganization, consolidation, or abolishment of departments.
- Rental and use of all Town property, except school property, and maintenance and repair of all Town buildings, including school buildings and grounds.
- Serving as purchasing agent for the Town, awarding all contracts for all departments and activities of the Town with the exception of the School Department.
- Adopting rules and regulations establishing a Personnel system, including a classification and compensation plan, in cooperation with the Personnel Board.
- Fixing the compensation of all Town employees except those under the jurisdiction of the School Committee.
- Negotiating and administering all collective bargaining agreements with employee organizations representing Town employees other than employees of the School Department, pertaining to wages and other terms and conditions of employment, and participating in the deliberations of the School Committee in collective bargaining with employee organizations representing School Department employees, as provided in M.G.L. c. 150E.
- Keeping full and complete records of the Office of Town Manager and rendering as often as may be required by the Board of Selectmen a full report of all operations during the period reported on.
- Keeping the Board of Selectmen fully advised as to the needs of the Town recommending to the Board of Selectmen for adoption such measures requiring action by them or by the Town as may be deemed necessary or expedient by the Town Manager.
- Implementing Town Meeting votes and reporting annually in writing to the Town Meeting on the status of prior Town Meeting votes on which implementation is not complete.
- Administering, either directly or through a designee all provisions of general and special laws applicable to said Town, and by-laws and votes of the Town, and all rules and regulations made by the Selectmen.
- Reporting to the Selectmen and the Finance Committee as to the financial condition of the Town.
- Providing advice and assistance to boards and committees of the Town.
- Serving as Chief Fiscal Officer of the Town, preparing and recommending a Proposed Annual Operating Budget and Capital Improvement Plan.

FY2005 HIGHLIGHTS

Selectmen Organization – In April 2005, John H. Cogswell and Gerald A Wasserman were re-elected to three-year terms on the Board of Selectmen. Following the annual town election, the Board re-organized with John A. Bulian as Chairman, John H. Cogswell as Vice Chairman, and Gerald A. Wasserman as Clerk of the Board.

Form of Government – The May 2004 Annual Town Meeting approved a proposal for the restructuring of Town government. The Board's restructuring proposal had three main features. The first was the creation of the position of Town Manager in order to centralize the administrative functions of the Town in one appointed professional. This phase took the form of a home rule petition to change the Town Charter. The petition was approved by both branches of the State legislature, and signed by the Governor on July 15, 2005. The proposed charter change was approved by the voters by more than an 80% margin on November 2, 2004.

The second phase of the Board's restructuring proposal was the assignment of the responsibility for initial preparation of a recommended town-wide budget each year to the Town Manager. The 2005 Annual Town Meeting adopted an amended by-law that established roles for both the Finance Committee and the Town Manager in this process. Beginning with the fiscal year 2007 budget, the Town Manager will present the Board of Selectmen and Finance Committee with a Proposed Annual Budget, including the voted request of the School Committee, by January 31st of each year. The Finance Committee then prepares its recommendation to Town Meeting.

The third phase of the restructuring proposal, the grouping of the functions of the Permanent Public Building Committee (construction) and Municipal Building Maintenance Department (maintenance and repair) into a Public Facilities Department reporting to the Town Manager, was also approved by the Annual Town Meeting in May 2005.

Financial Planning – Like most communities, Needham's current financial status stems from five years of increasing fixed costs, such as energy, insurance, and retirement, coupled with declining revenue growth over the same period. In the past few years, the Town has worked aggressively to balance its operating budget without recourse to operating overrides whenever possible. We have succeeded in this effort in large part by reducing discretionary programs. The budget was balanced in FY03 by eliminating the entire capital improvement plan (thereby allocating a significant amount of non-recurring revenue for on-going operations). In FY04, while the voters approved approximately $2,450,000 in increased funding for education, public safety, and roads, other municipal department budgets were cut by just under $500,000, or 3.5% (including more than ten full-time equivalent employees). In FY05, Town Meeting was presented with only a modest capital budget, and department budgets were again reduced to meet a budget gap of more than $2 million. Based in part on the conversion of our health insurance program to the West Suburban Health Group, we were able to work together to achieve a balanced budget proposal without a property tax override for fiscal year 2006.

One reason Needham is struggling to balance revenues to expenses derives from a reduction in State Aid. State Aid has declined significantly as a share of total operating revenue, and local receipts have remained flat. As a result, the Town has become increasingly reliant on the property tax. Lottery Aid, historically intended for cities and towns, has been diverted by the State since FY02. For FY06, the amount expected to be diverted is calculated at $204,363. From FY02 through FY06, it is estimated that the Commonwealth diverted $1,138,022 in revenue that would have been provided to Needham in accordance with the Lottery formula.

The major categories of Non-School Aid were reduced by $149,175 or 42% since FY01, and the School Aid picture is even bleaker. Total School Aid was reduced by $493,055 or 13% between FY01 and FY06, ($815,422 or 18% between FY03 and FY06). Coupled with reductions in State aid and stagnant local receipts, the Town is also grappling with a growing school age population. The number of students in the Needham Public Schools grew almost 20% since 1996.

The share of the general fund operating budget taken up by fixed costs (with the exception of excluded debt) grew from 16.3% to 20.8% from FY99 to FY06 (projected). The vast majority of municipal spending is related to salaries and personnel-related costs such as retirement and health insurance (approximately 90% of the balanced budget). Annual increases in salary line items over the past five years have mirrored the overall increase in revenue (4% overall; 5% for Needham Public Schools and 3% for General Government Departments). However, skyrocketing

insurance and retirement costs have absorbed the majority of new revenue, resulting in budget cuts or override requests. The number of full-time equivalent employees over the last five years for General Government Departments has actually declined by 1%, while School Department FTE's grew by 6% since FY03.

According to a recent report by the Massachusetts Taxpayers Foundation, *A Mounting Crisis for Local Budgets: The Crippling Effects of Soaring Municipal Health Costs* (July, 2005), health insurance budgets for all communities in the State grew from $307,100,000 in FY01 to $501,300,000 in FY05, an increase of 63%. The increase was even greater in Needham, with growth from $4,427,885 in FY01 to $7,461,883 in FY05, or 69%. Municipal health insurance programs are strictly regulated by State law and are subject to collective bargaining. As a result, the Town is limited in its ability to control costs. However, at an average of 68%, the Town's contribution to employee health care cost is among the lowest in the Commonwealth. Moreover, the Town recently elected to join a purchasing group, which has had a positive impact on the growth in premiums. The Town continues to see an increase in the number of employees and retirees participating in the plan, as private sector companies reduce or eliminate family and/or retiree coverage, with total enrollment up 22% since FY97.

The Town faces a number of fiscal challenges in the years ahead. Double-digit annual growth in employee health insurance and energy costs, anemic growth in state aid, and limited ability to raise revenue on the local level all threaten the ability of the Town to sustain its operating and capital budgets. While striving to adequately fund municipal operations, the Town must be mindful of its over reliance on reserves, particularly Free Cash, to fund operations and balance the budget. The Town of Needham is in good financial condition, and will remain so in the long run, provided that we use operating revenue to support operating expenses, and replace and repair our buildings, infrastructure and capital equipment as they wear out. The key to maintaining good financial condition and retaining our hard won AAA bond rating is to continue to make decisions with multi-year sustainability in mind.

Capital Facilities – The Town has also embarked upon a bold capital campaign, approving $67 million in renovation/reconstruction funding for the Public Library and Needham High School. The funding of these projects will have a positive effect on service delivery; however, their approval limits the Town's ability to fund other excluded debt projects in the near term. And, although excluded debt payments have a dedicated revenue stream, there is a crowding out effect on municipal operations due to the greater need for resources associated with these two facilities. The 2005 Annual Town Meeting approved funding for an updated master plan of all facilities, with a preliminary report due in FY06.

Community Preservation – In November 2004, the voters approved the adoption of the Community Preservation Act, which will provide Needham with the ability to accumulate additional revenue to provide much needed resources to expand and preserve our open space, historic, recreational and community housing assets. The surcharge serves as the local contribution to the Needham Community Preservation Fund, and the Commonwealth of Massachusetts will then provide matching funds based on actual local collections. The Community Preservation Committee has begun the developing procedures and will solicit project requests in fiscal year 2006.

Leadership – Recruitment and selection were high priorities in fiscal year 2005. The Board conducted comprehensive processes for replacing both the Chief of Police and the Fire Chief, both of whom retired after more than 35 years of service to the Town. Thomas Leary was appointed as Chief of Police effective November 11, 2004, and Paul Buckley was appointed Fire Chief on December 21, 2004. The Board also conducted a recruitment process for the position of Town Manager once the voters approved the charter change in November 2004. On May 6, 2005, Kate Fitzpatrick became the Town's first Town manager.

Licenses Issued in FY05

Common Victualler	47	Sunday Entertainment	1
Automatic Amusement Device	2	Weekday Entertainment	2
Pool Table	1	Sale 2nd Hand Articles	4
Class I (New Automobiles)	3	Taxi	3
Class II (Used Automobiles)	6	Bowling Alley	1
Innkeeper	1	Liquor	19

Fiscal Year 2006 Outlook

The Board of Selectmen set the following goals for fiscal year 2006:

- Increase the number of playing fields and improve the quality of existing fields.
- Develop a plan to achieve a new Town Senior Center.
- Continue to explore ways to improve the business districts, including the concept of village zoning, parking, and smart growth principles, aesthetic improvements, and methods for attracting an appropriate mix of businesses.
- Develop and achieve consensus on a plan for sequencing and financing capital facilities.
- Increase the number of appropriate affordable housing units.
- Implement a multi-year roads program.
- Develop a proposed structure for strategic planning.
- Effectuate the transition to the town manager form of government.
- Continue efforts to improve the permitting process in Needham.
- Evaluate alternatives for the structure of the EDAC.
- Explore the proposal to develop a nuisance By-law.
- Complete the Open Space Plan.
- Consider the proposal to extend the BOS reorganization until June.
- Develop a schedule for making the BOS executive session minutes public.
- Provide information to Committee to Review Town Meeting.
- Review Town policy on private ways.

COMMISSIONERS OF TRUST FUNDS

Robert Hall, Chairman
William Supple, Vice Chairman
Ford Peckham, Secretary

During the past year we suffered the untimely passing of our colleague and friend Commissioner Patrick Forde. Patrick's insights, enthusiasm and dedication to our town are his legacy to us and to Town Meeting which he also served so well.

The Board of Selectmen, in conjunction with the Commissioners of Trust Funds, appointed William Supple to fill the vacancy so created and we have immediately benefited from his expertise in his professional field of pension fund management.

The Trust Funds of Needham consist of approximately $3 million, the bulk of which is managed by the wealth management division of a major East Coast banking group. The balance consists of operating funds invested with the Commonwealth of Massachusetts Municipal Depository Trust. The Commissioners receive monthly investment activity reports and quarterly on-site briefings from a representative of the funds manager.

During FY06, the Commissioners will send out a Request for Proposal as the basis for bidding the contract for managing the funds under our supervision. This process will be repeated every three years in order to assure that the Town is receiving competitive fund management performance, as well as quality service and reasonable pricing for the services provided.

As always, we express our thanks to Treasurer Evelyn Poness and her staff for their faithful support in carrying out our assigned duties.

DEPARTMENT OF FINANCE

David Davison, Assistant Town Administrator/Director of Finance
Robert Burke, Director of Management Information Systems
Melissa Melnick, Town Accountant
Evelyn Poness, Town Treasurer and Tax Collector
Debra Smith, Parking Clerk

The Department of Finance consists of the offices of Director of Finance, Accountant, Collector and Treasurer, Information Technology Center, and Parking Clerk. The Department is responsible for the overall financial management of the Town, advises the Town Manager on the Town's financial condition, assists with the preparation of the five-year Capital Improvement Plan, provides status reports, cash management, debt management, property tax and utility billing, collection activities, risk management, audit review and internal financial controls. Additionally, the department oversees contract compliance, supports all aspects of the Town's data processing and network operations, and hears appeals on and enforces the collection of parking fines.

The department is responsible for complying with a myriad of municipal finance laws and regulations as well as meeting the financial reporting requirements of the federal and state governments. These financial controls are essential in order to properly safeguard taxpayer dollars. Much of the activity of the Department of Finance involves the day to day management of the Town's finances including the $80 million general fund budget, $11 million in special revenue, $12 million in enterprise funds (water, wastewater and solid waste), as well as trust funds. The department also monitors and reviews the capital spending activity of all departments. The department processes the payroll including all monthly, quarterly and annual reports for town and school employees. On a weekly basis the department processes hundreds of invoices for payment to vendors for services and supplies procured by town departments.

2005 Highlights

Two ballot questions were approved by the voters of Needham that the Department was responsible for implementing, namely, Community Preservation Act, and Town Manager form of Government. The Town of Needham adopted the Community Preservation Act first by a vote at the May 2004 Annual Town Meeting and then by a vote of the citizens at the November 2, 2004 election. The Finance Department began preparation for its implementation that will be effective July 1, 2005. The Department also began preparing for changes that will become effective with the next fiscal year as the Town moves forward with the Town Manager form of Government.

Beginning in the late spring, the Accounting division began implementation of a new account structure which required the change in accounting software. This was a major undertaking, as the account number structure changed from a 14 digit to 37 digit system. The change was necessary in order to begin tracking, in greater detail, types of education spending. Much planning went into development of the account number structure, as well as setting up the general ledger accounts for a July 1, 2005 start date. This change should allow the Town and School departments' to provide the additional breakout of spending data that the State is requesting. Although there was still much more work to be done with the final implementation, the Department did successfully go live on July 1, and will be working to find ways to improve and enhance how software is used over the next fiscal year.

During the year the Treasurer and Collector division issued 42,344 sewer and water bills, 42,934 personal and real estate property tax bills, and 28,938 motor vehicle excise bills. The Treasurer's office also processed 10,396 (RTS) landfill sticker applications during the year. The collection rate for all receivables billed through the Collector/Treasurer's office remains high, property tax collection rate remains very strong with more than *98%* paid by the due date. As a result of the strong collection rates, and even though interest rates have continued to remain low, the Town was able to earn $542,700 for the General Fund during fiscal year 2005.

The Treasurer issued $19,476,000 in long term debt and $34,563,000 in short term debt. To assure the best interest rate available, Needham submits all financial data to Standard and Poor's credit rating agency. Once again S & P returned a rating of AAA on all outstanding long term debt and a rating of SP-1+, the highest rating possible on short term debt. The total long term debt outstanding as of June 30, 2005 was $56,439,442.

During this past year, the Management Information Systems division continued expansion of the network to all town departments. With the many areas now covered within the MIS division, it was renamed the Information Technology Center. The department is responsible for all computer technology for town departments. The network now connects every department and more applications have become available to a greater number of users.

FY 2005 was a year for preparation for major changes to existing applications and the implementation of new ones. To prepare for the complete conversion of the existing accounting system, many hours were involved in setting up security accounts for all town and school departments. Many hours of testing and training were necessary to be ready for the new accounting application to go live on July 1, 2005. All town and school departments will be using the new accounting application. Another major task was to plan and prepare for the implementation of a new computerized system to help streamline the process of obtaining building permits and other official licenses by town land use departments. The department played a critical role in the solicitation and review process to select a vendor to provide the technology for the Town to use. Award of a contract and implementation will take place in FY2006.

The Town's web site www.town.needham.ma.us continues to grow in size and complexity. The department will continue to work with the various Town service providers to determine ways to economically add options for the residents and taxpayers.

This has been another busy year for the office of the Parking Clerk. During the past year the Parking Clerk has been able to access information, such as, weather reports, MBTA collection information, and parking ticket payment information. The availability of this information assists with the analysis of parking ticket appeals. Customer communications is always a primary activity for the Parking Clerk. Further improvements were made as to how the office responds to public inquires. The timely response of telephone communications has received at least a 95% positive feedback. Due to the volume and effectiveness of both written and verbal communications, fewer hearings were necessary.

The Parking Clerk remains actively engaged in the research and review of our customers' parking concerns. Visiting parking sites to view the condition of painted space numbers, painted curbs, signs, parking meters and money collection boxes continues. This allows for informed, fair decisions regarding parking disputes. The appropriate Town Departments are then notified as to where updating, repairs or the addition of signs may be needed.

The Parking Clerk is actively involved in the Parking Committee's issuance and regulation of All Night Parking Permits. The Parking Clerk handles all secretarial functions for the Committee including note taking at the meetings. The Clerk assumes all record keeping responsibilities for permit applicants. Improvements made to the record keeping procedures have made it easier for the Committee to inquire on past actions which have proven invaluable this year, as many residents have seen it necessary to reapply or extend temporary permits.

We have submitted as part of the annual town report, the general fund balance sheet for the fiscal year ending June 30, 2005, as well as the Statement of Net Assets for each of the three enterprise funds for the year ending June 30, 2005, the statements of budget appropriations and expenditures for the General Fund, RTS Enterprise Fund, Sewer Enterprise Fund, and the Water Enterprise Fund for fiscal year 2005, and the Schedule of Trust Funds for fiscal year 2005. Also new for this Town Report is the inclusion of the Tax Rate Recapitulation for FY 2005 as approved by the Department of Revenue. All schedules will be found in the appendixes.

Finally, if you have any questions or concerns, please do not hesitate to contact us. We wish to continue our commitment to improving customer service and seeking better ways to perform our responsibilities and duties.

FINANCE COMMITTEE

Stephen Jonas, Chairman
Mark Fachetti
Jake Filoon
Theodore Weiner
Damon Borrelli
Laura Brooks
Richard Creem
Jane Howard

Lita Young *Susan Herman, Executive Secretary*

PURPOSE

The Needham Finance Committee is charged with the responsibility of recommending a balanced budget to Town Meeting for its consideration and vote. Of equal importance, the Finance Committee seeks to educate and make recommendations to Town Meeting on capital requests and policies, and principles of sound fiscal management. Additionally, the Committee is mandated by State Law to "consider any and all municipal questions for the purpose of making requests or recommendations to the town" (See Massachusetts General Laws Chapter 39, Section 16).

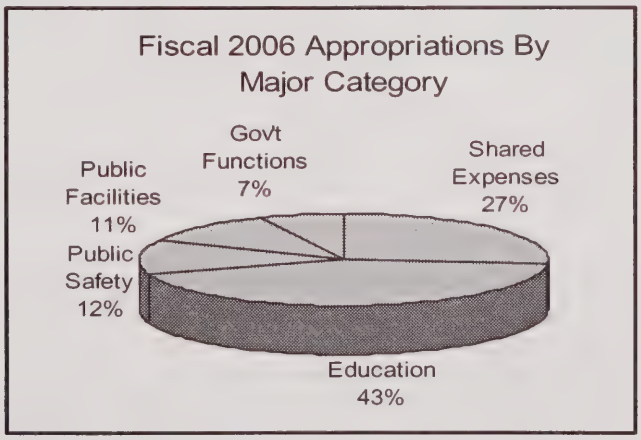
In achieving the goal of presenting a balanced budget as well as capital recommendations to Town Meeting, the Finance Committee sometimes asks difficult questions of department managers and town management. Requested expenditures often exceed estimated revenue, making these questions not only worthwhile but essential to the budget process. The process includes meetings, site visits, research, and analysis on behalf of Town Meeting members and the citizens they serve. In some measure, because of this process, one trusts that Needham is a town which strives to enhance its financial integrity, maintain its infrastructure, and preserve the vital services which citizens continually enjoy.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

During FY05 the Finance Committee faced the challenge of recommending a FY06 budget of increasing expenditures with a revenue stream of limited growth and limited prospects for significant increases in revenue over the long term. The Finance Committee began by issuing budget guidelines to each department for the preparation of their FY06 budget requests, in which we asked managers to prepare "level fund" budgets. Level fund requests could include those increases which are contractually or statutorily mandated. We also asked them to provide information on the need for additional services and those that could be eliminated.

When comparing the level funded budget requests and the schools' higher level service and additional service request, to available revenues, it was apparent that downward adjustments to operating and capital budget requests would be necessary in order to provide a balanced budget for Town Meeting's consideration.

At the May 2005 Annual Town Meeting, the Finance Committee presented the FY06 budget to Town Meeting Members for their consideration and appropriation. Including the Special Town Meeting appropriation, members voted to approve an $85,587,052 budget which provided $61,662,582 for town services, $22,855,662 for expenses which are shared by all departments, and $1,068,808 for maintenance of infrastructure and financial warrant articles. Of the $61,662,582 voted for town services, $36,373,138 was voted for the public schools representing 43% of total expenditures. Representing 30% of total expenditures, $25,289,444 was appropriated for other town services including public safety which represents 12% of expenditures followed by public works and facilities at 11%. Following is a chart which depicts FY06 appropriations by major category.



Highlights of the $1,068,808 appropriated for infrastructure and financial needs included $100,000 for compensated absences, $220,000 for school building maintenance, $200,950 for municipal vehicles, $87,210 to refurbish the Hillside media center, $60,000 for Claxton Field Building repairs, and $150,000 for a master facility long term plan.

The Committee also recommended that Town Meeting adopt four articles to be financed with debt. These were for the purchase of an ambulance/fire rescue for $192,850, road repairs for $568,400, sidewalk repairs for $223,300 and rehabilitation of Ridge Hill for $126,875.

A variety of Water, Sewer and RTS projects were recommended and appropriated at the 2005 Annual Town Meeting as well. Appropriations included continued infrastructure improvements recommended in the town's water and sewer master plans. Highlights of projects to be financed with receipts include a fire hydrant replacement program for $100,000 and a continuation of the water connections program for $200,000. Major debt financed projects were for water rehabilitation along Warren Street for $913,500 and for the renovation of the Great Plain pumping station for $984,550.

As in every year, our preparation of the FY06 operating budget and capital recommendation required the following.

- Carefully considering department budget requests both on their own merits and with an eye to their impact on the department's and town's long term planning and financial health.
- Providing a rigorous and thorough hearing on proposed capital expenditures financed with general fund revenues and enterprise fund revenues. As part of this process, the Finance Committee is guided by maintaining ratios of 3% debt service on general fund debt to general fund revenue and 10% debt service on total debt to total town wide revenue. The Finance Committee views these debt management policies as important to the long term financial health of the Town.

In addition, during this year's deliberations, the Finance Committee achieved the following:

- With the Board of Selectmen shaped a by-law which empowers the Town Manager in the budget process yet preserves the objective and independent role of the Finance Committee.
- With the Board of Selectmen, worked with a consultant to examine the number of fire staff and the costs of that staff, given certain levels of service. The Finance Committee believes that service-cost decisions should be transparent to our citizens so that they may be better able to make future decisions regarding service levels.
- The Committee remains committed to working with the Board of Selectmen, School Committee, town management and department managers in order to encourage long term planning. The growth rate for operating budgets continues to outpace revenue growth and one way to begin to reverse this trend is to enhance long term planning.

The Finance Committee deliberates the operating and capital budgets fairly and openly at all times. The Committee meets most Wednesday's from September through June and the public is encouraged to attend any meeting. Members of the committee are appointed by the Town Meeting Moderator, Michael K. Fee. Each member gives countless hours to the "job", believing that the independent and objective recommendations provided by the Committee help make Needham an outstanding place to live.

LEGAL DEPARTMENT

David Tobin, Town Counsel

PURPOSE

The Legal Department of the Town of Needham provides legal advice to the Town Departments, attends all sessions of Town Meetings and Selectmen's Meetings and meets with other Boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

FY05 HIGHLIGHTS

During FY05, the Legal Department accomplished the following:

- The Legal Department represented the Town, its boards and/or officers and employees in various courts and before various administrative agencies and handled all related litigation matters, unless covered by a contract of insurance.

- The Legal Department negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building Committee, Municipal Building Maintenance Board, School Department, Library, MIS/Data Processing, Department of Public Works, Water and Sewer Department, Park and Recreation Commission, Personnel Department, Planning Board, Council on Aging, Board of Health, Police Department, Fire Department, Board of Assessors and the Conservation Commission.
- The Legal Department assisted in the drafting and presenting of Home Rule Petitions to the General Court.
- The Legal Department advised the various Town officials, agencies, boards and commissions on legal matters as they arose.
- The Legal Department engaged and worked with outside counsel to represent the town in the following matters:
    - Labor relations
    - Litigation

FY06 FORECAST
In FY06, the Legal Department shall continue to provide legal services to town agencies at a reasonable cost.

MODERATOR

Michael K. Fee, Town Moderator

The Town Moderator presides over Needham's representative Town Meeting, a "citizen legislature" which under Massachusetts law and our Town Charter holds the ultimate authority over all municipal affairs. For example, Town Meeting must decide each year how much money will be spent on all Town services, including schools, public works, and public safety as well as how much will be spent on our public facilities. Town Meeting's approval is also required to adopt or amend zoning by-laws, general by-laws and at least two-thirds of the Town Meeting must approve the issuance of bonds and the corresponding assumption of debt.

During the Annual Town Meeting in May 2005, Town Meeting Members addressed over 50 warrant articles in five sessions, including the enactment of a revision of the structure of our town government that implemented a Town Manager. In November 2005, Town Meeting Members met in a Special Town Meeting. During 2005, I had the pleasure of appointing three new members of our Finance Committee, each of them thoroughly talented and willing to share their professional expertise with their fellow citizens of Needham.

Town Meeting Members have now had access to the "Needham Town Meeting Handbook" that I authored and distributed with financial assistance of the Richard Patton Melick Foundation for over five years and the Handbook appears to have improved the Town Meeting Members' knowledge of our procedures and rules. The implementation of a new town government web site has now also increased the flow of information to Town Meeting Members, including electronic access to the meeting warrants and the Member's Handbook. In 2005, I continued my practice of setting aside a day to lecture juniors at Needham High School during their program of study on local government. In addition, prior to the Warrant Meetings sponsored by the Needham League of Women Voters in advance of Annual Town Meeting, the League helped arrange and publicize an orientation session that I conducted for newly elected Town Meeting Members. I have continued my practice of being active in the Massachusetts Moderators Association, where I have access to the best practices used by Moderators around the Commonwealth.

The Moderator receives absolutely no appropriation and thus there are no expenditures of public funds to describe in this Report. Any expenses I incur, such as the preparation of educational materials, dues to the Massachusetts Moderators Association and travel to meetings is paid for with personal funds.

I encourage town residents to become involved in some aspect of our community government, including running for a position as a Town Meeting Member. In addition, ample opportunities are available for service on one of our numerous volunteer committees. The Moderator appoints all members of the Finance Committee and the Personnel Board and several members of other boards and committees, including the new Community Preservation Act Committee. I am proud of the citizens I appointed to serve their fellow citizens in various positions during 2005. Any citizen who wishes to be considered for a position on one of these bodies should feel free to contact me.

NEEDHAM CONTRIBUTORY RETIREMENT SYSTEM

Evelyn Poness, Chair
Kate Fitzpatrick
John Krawiecki
Robert Mearls
Thomas Welch

Instituted in 1937, The Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. The System, governed by a five member Board, is a fund of $90,238,000. The five members include two appointed by the Town, two elected by the members and retirees, and a fifth member chosen by the other four members with the approval of the Public Employee Retirement Administration Commission. The Board meets on the third Wednesday of the month.

The Board is responsible to its members, the employees of the Town, for the investment of their retirement funds, to inform them of their rights to retirement benefits, and convey any changes in the law which may impact benefits. Prudent cash management and conservative investment of funds has provided a net increase of $75,015,000 since we joined the Pension Reserves Investment Trust in June 1985.

Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers. Needham Teachers are administered by the Teachers' Retirement Board. Active members contribute either 5, 7, 8, or 9% of their regular compensation. This is determined by the date upon which the employee becomes a member of the System.

Members become vested after ten years of service. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification.

The maximum retirement allowance is funded 20% by the employee and 80% by the Town. The Town annually appropriates the amount determined by an independent actuarial study, which incorporates current and future pension costs and allow funding to be spread over a number of years. Needham's pension obligation will be 100% funded by the year 2023.

PERSONNEL BOARD

John Dennis, Chairman
Patricia Forde, Vice-Chairman
Vivian Hsu
Richard Lunetta
Joseph Herlihy

PURPOSE/MISSION/AUTHORITY

The Personnel Board is a five-member Board appointed by the Town Moderator. The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. In its duties, the Board is assisted by the Assistant Town Manager/Personnel Director. The Board works closely with the Town Manager during the development of the classification and compensation plans and personnel policies on an ongoing basis and making recommendations to Town Meeting as it deems appropriate.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

In FY05, the Board continued its regular duties by recommending a 3.0% wage increase for non-represented personnel to the Town Meeting. In addition, the Board played a significant role in the review and ultimate approval of the Town Charter, including making recommendations on the future role of the Personnel Board under the Town Manager Act (Chapter 176 of the Acts of 2004). In the performance of its duties, the Board employs a part-time Recording Secretary who takes minutes of meetings.

Due to Mr. Russell Dean (then Assistant Town Administrator/Personnel Director) accepting an offer to become the new Town Manager in Exeter, New Hampshire the Board needed to defer certain projects until his successor was hired. The Board enjoyed working with Mr. Dean and would like to acknowledge his hard work and dedication

towards improving the Town's human services and personnel policies. The Board wishes him the very best in his future endeavors.

TOWN CLERK

Theodora K. Eaton, Town Clerk

The position of Town Clerk extends back to biblical times when clerks were considered scribes or scholars and their writings became the historical records of the period. Today the Town Clerk continues as the official record keeper in local government providing a wide variety of services to the general public as well as local, state and Federal government. The major functions of the Town Clerk's Office are spelled out in over 73 chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. The Town Clerk is the official record keeper for the town and records all official business conducted at Town Meetings and elections. Other responsibilities include records management, registration and certification of vital statistics, voter registration, licensing, compilation of the Annual Census and Street/Voting Lists, Board of Appeals and Planning Board decisions, and the most complex - those relating to elections and Town Meeting.

The Town Clerk's Office is often considered the core of local government serving as the central information point for local residents. The Town Clerk's Office has also become a Passport Agency for the U. S. Department of State and Commissioners to Qualify Oath of Office for the Commissions Division of the Office of the Secretary of The Commonwealth.

During FY05, the following elections and Town Meetings were held:

State Primary	Tuesday, September 14, 2004
State Election	Tuesday, November 2, 2004
Special Town Meeting	Monday, November 8, 2004
Special Town Meeting	Monday, February 7, 2005
Annual Town Election	Tuesday, April 12, 2005
Annual Town Meeting	Monday, May 2, 2005
Special Town Meeting	Monday, May 9, 2005

The Special Town Meeting in November disposed of 13 articles in one session; the Special Town Meeting in February disposed of one article in one session; the Annual Town Meeting in May disposed of 64 articles in four sessions; and the Special Town Meeting within the Annual Town Meeting disposed of 6 articles.

FY05 HIGHLIGHTS:

The 2004 Annual Town Meeting voted by majority vote under Article 59 to accept the Community Preservation Act (M.G.L. Chapter 44B Sections 3 through 7). As the final step in the acceptance process, the voters of the Town of Needham voted to accept the Community Preservation Act at the November 2, 2004 State Election. The vote was Yes – 8,893/No – 6,591.

The 2004 Annual Town Meeting under Article 62 by majority vote authorized the Board of Selectmen to petition the General Court to enact a special law relative to the revision of the Charter of the Town of Needham. The special act which creates a Town Manager form of government was approved by the general court and submitted to the voters at the November 2, 2004 State Election with the following results: The vote was Yes - 12,657/No – 2,212. The final step in implementing the new Town Manager form of government was enacted by the 2005 Annual Town Meeting under Article 55. The article amends the General By-Laws of the Town of Needham to incorporate a Town Manager with greater appointing and supervisory authority, assigning the responsibility to the Town Manager for initial preparation of a town-wide annual budget, and regrouping the functions of the Permanent Public Building Committee and the Municipal Building Maintenance Board.

The following statistics were compiled during FY05.

VITAL STATISTICS

Births to Residents

7/1/04 - 12/31/04	165
1/1/05 - 6/30/05	150
Total Needham Births:	315

Deaths	**Residents**	**Non-Residents**
7/1/04 - 12/31/04	107	119
1/1/05 - 6/30/05	165	132
	272	251
Total Deaths Recorded:	523	

Marriages

7/1/04 - 12/31/04	80
1/1/05 - 6/30/05	44
Total Marriages Recorded:	124

Fish and Game Licenses Issued 7/1/04 - 6/30/05

Class F1 -	Resident Fishing	115
Class F2 -	Resident Fishing Minor (Age 15-17)	3
Class F3 -	Resident Fishing (Age 65 - 69)	10
Class F4 -	Resident Fishing (70 or over) or Handicapped	27
Class F6 -	Non-Resident Fishing	2
Class F7 -	Non-Resident Fishing (3 Day)	0
Class F8 -	Resident Fishing (3 Day)	0
Class F9 -	Non-Resident Citizen Minor (Age 15 to 17)	0
Class F10 -	Quabbin One Day Fishing (Quabbin only)	0
Class H1 -	Resident Citizen Hunting	20
Class H2 -	Resident Citizen Hunting (Age 65 - 69)	3
Class H3 -	Resident Citizen Hunting, Paraplegic	1
Class H4 -	Resident Alien Hunting	0
Class H5 -	Non-Resident Hunting, Big Game	0
Class H6 -	Non-Resident Hunting, Small Game	1
Class H7 -	Non-Resident Commercial Shooting Preserve -1 day	0
Class H8 -	Resident Minor Hunting (Age 15-17)	0
Class H9 -	Resident Commercial Shooting Preserve (1 day)	0
Class S1 -	Resident Sporting	23
Class S2 -	Resident Sporting (Age 65 - 69)	4
Class S3 -	Resident Citizen Sporting (Age 70 or over)	24
Class T1 -	Resident Trapping	1
Class T2 -	Resident Trapping Minor	0
Class T3 -	Resident Trapping, Age 65-69	0
Class DF-	Duplicate Fishing	0
Class DH -	Duplicate Hunting	0
Class DS -	Duplicate Sporting	0
Class DT -	Duplicate Trapping	0
Class M1 -	Archery Stamp	14
Class M2 -	Massachusetts Waterfowl Stamps	17
Class M3 -	Primitive Firearms Stamp	13
Class W1 -	Wildland Conservation Stamp, Resident	181
Class W2 -	Wildland Conservation Stamp, Non-resident	1
	TOTAL	460

Paid to Division of Fish & Game for Licenses	$5,394.00
Paid to Town Treasurer in Fees	$279.95

Dog Licenses Issued 7/1/04- 6/30/05

Male and Female Dogs @ $15	169
Spayed and Neutered Dogs @ $10	2,062
Kennels @ $ 25	37
Kennels @ $ 50	7
Kennels @ $100	1
Hearing Dogs - No Charge	1
Seeing Eye Dogs - No Charge	1
Transfers @ $1.00	11
Prior Years' Licenses	22
Replacement Licenses @ $1.00	13
TOTAL	2,224

Paid to Town Treasurer for FY05

Dog License Fees	$24,809.00
Liquor License Fees	$40,105.00
Other License Fees	$19,424.00
Miscellaneous Fees	$79,882.80
Passport Application Fees	$6,210.00
UCC Fee Distribution from the Secretary of the Commonwealth	$2,420.70
Total Receipts for FY05	**$ 172,851.50**

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. to 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. to 9:00 P.M. on the third Tuesday evening.

LAND USE / DEVELOPMENT

BOARD OF APPEALS

Michael A. Crowe, Chairman
Jon D. Schneider, Member
Jonathan D. Tamkin, Member
Gregory J. Condon, Associate Member
Howard S. Goldman, Associate Member

The Board of Appeals consists of three regular members and two associate members appointed by the Board of Selectmen, as authorized and established by General Laws, Ch. 40A, the Home Rule Charter Act and Article VIII of the General By-laws.

The purpose of the Zoning Board of Appeals is to hear and render decisions on applications for 1) Appeals from the Building Inspector decisions; 2) Requests for Special Permits or Variances under sections of the Zoning By-laws; and 3) Comprehensive Permits, under M.G.L. Ch. 40B (affordable housing).

- The Board met fourteen times this fiscal year.
- Three applications for Comprehensive Permits were considered; two were approved, one is pending.
- Special Permits were granted for 39 applications, one was withdrawn.
- One request for a Variance was withdrawn, one denied.

Notices for hearings are published in the Legal Advertisements and posted at the Town Hall and Website. Applications for permits are available on line, as well as in the Town Clerk's office, where all applications and

Board decisions are filed, and are a matter of public record. Assistance with applications and the appeal process is available through the Board of Appeals office. Recommendations and input from other Boards, Town departments and interested persons are an integral part of the Board of Appeals decisions.

CONSERVATION COMMISSION

Roy Cramer, Chairman
Janet Bernardo
John Marr, Jr.
Marsha Salett
Carl Shapiro
Sharon Soltzberg
Lisa Standley

PURPOSE

The Needham Conservation Commission is comprised of seven volunteer members appointed by the Board of Selectmen to staggered three-year terms. The Commission is responsible for ensuring compliance with the Massachusetts Wetlands Protection Act and the local Wetlands Protection Bylaw (Needham General Bylaws Section 6). To this end, the Commission receives and reviews applications for projects involving work within, or within one hundred feet of resource areas (i.e. wetlands, streams, banks) or within 200 feet of perennial rivers and streams (the "Riverfront Area"). Through the public hearing process, the Commission determines whether a project is permissible under the wetlands statutes, and issues or denies a permit accordingly. In addition to their statutory obligations, the Conservation Commission undertakes broader environmental and land-management functions including:

- Managing Town-owned Conservation Land including the 362 acres at Ridge Hill Reservation.
- Promoting the protection of additional open space through conservation restrictions, land donations and purchases.
- Educating the public about the importance of protecting wetlands and other open space.
- Advising and collaborating with other Town Boards and Committees on matters pertaining to use, management and protection of the Town's natural resources and open space.

The Conservation Commission is assisted by a part-time Conservation Officer; a position which was held by Ms. Winifred McGowan until February of 2005. While the Commission undertook a search for a new staff person, they were assisted by Ms. Amy Holland who administered the Conservation office four mornings per week. The Commission extends their appreciation to Ms. Holland for her contributions and her continued service.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

- Over the course of the year, the Commission continued to see a steady influx of applications ranging in complexity from the construction of single-family homes and additions, to the delineation of resource areas at the Nike Site (off Pine Street), to the review of a multi-unit affordable housing complex within the Riverfront Area.
- During FY05, the Conservation Commission met formally twenty-three (23) times and held a total of thirty-eight (38) public hearings; of these, 22 were Notices of Intent, 13 were Requests for Determination of Applicability, 1 was an Abbreviated Notice of Resource Area; and 2 were Requests for Amendments to an Order of Conditions.
- In addition to applications reviewed through the public hearing process, the Commission is required to review and act on requests to either modify, extend or close out a permit. Under this category, the Commission issued 5 Extension Permits, 14 Certificates of Compliance for Orders of Conditions, and 9 Minor Modifications to Orders of Conditions.
- Finally, for that small percentage of projects that occur within the Commission's jurisdiction without the proper permitting, the Commission is responsible for pursuing enforcement to bring such sites into compliance with the state and local wetland regulations. In FY05, six projects required the issuance of an Enforcement Order in order to restore or protect wetland resource areas.
- In their role as land managers, the Conservation Commission successfully negotiated two Conservation Restrictions during the fiscal year, resulting in the protection of valuable open space adjacent to Town-owned land.

- On the policy front, the Conservation Commission adopted Regulations for Hiring Outside Consultants under MGL Ch. 44, S. 53G. This statute, which was revised in the latter part of 2003 to include Conservation Commissions, allows town boards to require an applicant to cover the costs of engineers, wetland scientists or other experts to review proposed projects submitted under the Wetlands Protection Act and/or the Needham Wetlands Bylaw, or projects that affect municipal conservation land. The Commission also initiated an effort to establish an enforcement policy to clarify their procedures for addressing wetland violations; a project they hope to complete in FY06.

The Commission encourages the involvement of all interested Needham residents in helping to preserve and expand the natural resources of the Town. The Commission generally meets the second and fourth Thursday of each month at 7:30 pm and all Needham citizens are invited to attend.

PLANNING BOARD

Robert T. Smart, Jr., Chairman
Bruce T. Eisenhut, Vice-Chairman
Maurice P. Handel
Devra G. Bailin
Paul Killeen

Lee Newman, Director

PURPOSE:
The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner. Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81K to 81GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:
- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications

* This includes Special Permit Decisions, with legal notices, public hearings, and written decisions; similar statutory procedures are followed for Definitive Subdivision Plans.

Review and Advisory Reports on:
- Site Plans of certain smaller developments (minor projects)
- Applications to the Board of Appeals for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)

Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers, and other government agencies)

It is important to note that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and may be subject to lawsuits from private developers and citizens alike.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

FY05 continued a reduction of the pressures for growth, change, and development in Needham as evidenced by a further decrease in the number of Site Plan Special Permit and subdivision applications processed by the Planning Board. In its capacity as a special permit granting authority, the Planning Board processed 9 applications as "Major Projects" under the Site Plan Review By-Law.

The Board processed one new Definitive Subdivision Plan for a total of 2 new building lots. In addition, a total of 12 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 32 applications for variances, special permits, comprehensive permits, and administrative appeals to the Planning Board last year, and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Board of Appeals.

Planning, zoning, and development activities begun in FY05 and continuing into FY06 include the interviewing, hiring and monitoring of planning consultants to prepare a comprehensive plan for the future of the Needham Center commercial area. The planning effort is being funded through a Smart Growth Grant from the Executive Office of Environmental Affairs in the amount of $30,000, a Town Meeting appropriation in the amount of $25,000 and private business contributions in the amount of $25,000. The goal of the Needham Center planning effort is to create a mixed-use local downtown shopping district consistent with smart growth and transit oriented development principles. The plan will articulate Needham's vision for its Center area and will identify the steps necessary to achieve it. Planning activities will include an examination of the existing conditions and possible future conditions under various scenarios, a review of alternatives to address those conditions, and an educational process with workshops, through which the community will clarify the decisions to be made and assist in the development of the plan. The plan will illustrate and dissect existing barriers to revitalization and offer planning tools and implementation strategies to facilitate the desired change. Zoning use and dimensional regulations such as height, setbacks, and FAR will be addressed, as well as parking, finance, marketing, and other aspects of creating an attractive context for investment in mixed-use development. Warrants for zoning changes based on the plan are planned for action at a Special Town Meeting in the Spring of 2007.

In FY05, the Planning Board received numerous complaints from residents of Needham neighborhoods concerning the Town's regulatory practice as it relates to the voluntary demolition and reconstruction of non-conforming residential buildings and uses. The specific neighborhood concern expressed relates to the fact that voluntarily demolished non-conforming residential buildings and uses were being reconstructed by special permit as non-conforming buildings and uses rather than being required to be brought into conformity with present zoning by-law height, dimensional, coverage, and use requirements. The practice was occurring in situations where conformance with the provisions of the current zoning by-law was achievable, namely, on conforming lots, and had led to the indefinite continuation of the pre-existing non-conforming condition. To address the issue a subcommittee of the Planning Board was formed to study the matter and to make recommendations to the Board. The committee's recommendations, issued in the spring of 2005, lead to the adoption by Town Meeting of greater restrictions on the voluntary demolition and reconstruction of non-conforming residential buildings and uses. Specifically, the adopted restrictions authorized as-of-right demolition and reconstruction of structures of like size and location and a special permit process for structures with enlarged footprints subject to maximum building size and garage space restrictions. The adopted restrictions reflect an effort by the Planning Board and Town Meeting to balance the concerns of neighborhoods about the growth in non-conforming uses and structures against the interests of property owners who wish to replace older structures with larger and more up-to-date ones.

The Planning Board will be completing the codification of the Zoning By-Law. The Town has engaged the services of General Code Publishers to assist the Board in undertaking this comprehensive analysis to ensure the validity,

consistency and enforceability of all by-law provisions. It is anticipated that these revisions will be presented to a Town Meeting in the Fall of 2006.

The Town has continued its membership in the Metro West Housing Consortium, which includes the towns of Bedford, Belmont, Brookline, Framingham, Lexington, Lincoln, Natick, Sudbury and Watertown. HUD allocated this year approximately $1 million to the consortium for the development of low and moderate-income housing. Participation in the consortium will provide Needham with $68,000 in annual funds for affordable housing purposes. It is anticipated that FY04 and FY05 consortium funds will be utilized at High Rock Estates where the Housing authority is overseeing the replacement of approximately 20 of the 80 existing singly family homes with newly built two-family townhouses on the same lot.

Lastly, the Three Rivers Interlocal Council, a regional planning organization, provided the Planning Board and Planning Director with assistance on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

PUBLIC SAFETY

BUILDING INSPECTOR

Daniel P. Walsh, Inspector of Buildings

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Needham Sign By-Law and the enforcement of Massachusetts's requirement for Sealer of Weights & Measures.

The Massachusetts State Building Code also requires this department to inspect public buildings. There are 14 places of worship, 16 day care sites, several state group homes, 7 nursing home facilities, Beth Israel Deaconess Hospital, The Charles River Association for Retarded Citizens, 7 public schools, 4 private schools, 982 apartment units and 247 hotel units and approximately 45 other places of assembly that require inspections throughout the year to insure that these structures comply with the building code for public safety, ingress and egress

Responding to inquiries about what one is allowed to do at their property has been a major responsibility of the Inspector of Buildings. It is the Inspector who must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

In FY05, this Department issued 4,124 Permits and collected $754,745 in permit fees.

Number of Permits Issued / Fees Collected

	2002 # Permits	2002 Fees Collected	2003 # Permits	2003 Fees Collected	2004 # Permits	2004 Fees Collected	2005 # Permits	2005 Fees Collected
Building	1,016	$402,541	1,145	$413,044	1,319	$529,769	1,270	$584,650
Plumbing	641	$22,330	692	$22,900	937	$33,285	954	$43,178
Gas	315	$7,240	357	$8,491	443	$10,775	493	$14,560
Wiring	1,024	$52,767	1,162	$59,199	1,324	$70,159	1,367	$101,767
Signs	32	$1,210	50	$1,820	45	$1,550	29	$1,455
Swimming Pools	11	$500	9	$325	12	$400	11	$9000
Weights & Measures		$3,013		$5,547		$5,397		$2,014
Miscellaneous Fees		$5,039		$6,473		$4,873		$6,222
Totals	**3,039**	**$494,640**	**3,415**	**$517,799**	**4,080**	**$656,208**	**4,124**	**$754,746**

Number of Permits for Different Construction Projects

	2002	2003	2004	2005
New Single Family Dwellings	44	53	69	73
New Tow Family Dwellings	4	6	7	12
New Non-residential Buildings	5	2	3	---
Conversion to Two Family	---	---	---	---
Add/Alter Existing Residential	556	559	688	708
Add/Alter Existing Non-residential	71	99	82	79
Demolish or Relocate	42	87	64	65
Swimming Pools	11	11	12	11
Signs	34	49	45	27
Totals	**767**	**866**	**970**	**975**

FIRE DEPARTMENT

Paul F. Buckley, Fire Chief

MISSION STATEMENT

To provide the Town of Needham with an effective well-trained team of professionals to protect the lives and property of its residents through fire suppression, emergency medical services, emergency disaster preparedness, fire inspections and fire prevention through education, in the most cost-effective manner possible.

FY05 SUMMARY OF INCIDENTS

Fires	69
EMS	1,633
Service Calls	539
False Calls	470
Misc. Calls	555
TOTAL	**3,266**

Miscellaneous calls include overpressure rupture, hazardous conditions and good intent calls. In addition, fire inspection and fire alarm responded to numerous calls for inspections of buildings and residences in the community.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

- In December Fire Chief Robert A. DiPoli retired and Fire Lieutenant Paul F. Buckley was promoted to Fire Chief.
- In June a new Firefighter/Paramedic, Douglas L. Welch, was hired.
- In June, Firefighter/EMT Todd C. Leonard resigned from the Needham Fire Department to join the Boston Fire Department.
- Dispatch Supervisor Edward Power resigned to accept a Firefighter position with the City of Lynn in June.
- The department received a grant from the Department of Public Safety in the amount of $31,000. It will be used to purchase some new protective gear and a commercial dryer.
- The department took delivery of a new Engine 4 in May. Training was completed and the Engine was put into service on June 4th.
- The department hosted an open house in conjunction with the NBA Street Fair. Several Firefighters were on hand to show and demonstrate our fire apparatus.
- On June 14th, the Needham Local Emergency Planning Committee and the Wellesley Local Emergency Planning Committee held a joint Emergency Exercise drill. The drill was designed to test the ability of the two Towns to handle simultaneous disasters, and how to share resources to mitigate the situations. The drill involved many departments from both communities.
- The Fire Prevention Bureau issued 1,102 permits and collected $30,625 in revenue.
- The Fire Prevention Bureau continues to inspect for properly placed, working smoke detectors upon the sale or transfer of homes. This year 608 homes were inspected.
- One hundred sixty-six oil burners were inspected.
- Firefighter Bryan G. Campbell continues to represent our department on the MetroFire Haz Mat Team. This will be his 12th year on the team.
- File of Life kits are available free of charge to residents. The kit consists of a medical information card that includes emergency contacts, medical data and existing medications, as well as present allergies. The card is folded and placed into a red vinyl magnetic holder so that it can be put on the outside of the refrigerator. In the event of an emergency, medical personnel responding will be quickly aided by the information on this card.
- Emergency Medical Services transported 1,370 times and collected $487,406 in revenue.
- The Fire Alarm Division collected $60,480. in master box subscription fees and $2,950 in sprinkler and fire alarm permit fees.
- Fire alarm personnel made 796 trips to businesses within town to check on fire protection systems with master fire alarm boxes and 138 trips to businesses without a master fire alarm box.
- Through a grant received from FEMA, the department installed a completely new UHF radio system infrastructure including mobile and portable radios.
- Comfort care kits are available at the Emergency Operations Center and at the primary care shelter at the Pollard Middle School. These care kits are for residents who need to relocate due to severe weather conditions.
- The Emergency Management Division is always looking for qualified volunteers. If you are interested, please call (781) 455-7580.

POLICE DEPARTMENT

Thomas J. Leary, Chief of Police

PURPOSE

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restrictions. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-criminal conduct
- Performance of miscellaneous services

Consistent with the above, the department mission is to work with all citizens to preserve life, maintain human rights, protect property and promote individual responsibility.

The police department is established under the authority of Massachusetts General Law, Chapter 41, section 97A.

FY05 ACCOMPLISHMENTS AND ACTIVITIES:

- Incident Reporting increased by approximately 7% to 1,626.
- Reportable offenses totaled 724 crimes, which was about the same as last fiscal year.
- The number of larcenies reported to police increased by over 16% to 216.
- Reports of fraud remained about the same at 51 cases.
- Vandalism decreased slightly to 100 reported cases.
- The number of breaking and entering cases increased by 30% to 43. Most of the reported break-in's were non-residential.
- Arrests and complaints involving adults decreased by 17.5% to 300 charges overall.
- Juvenile arrests and complaints increased by 35.2% to 46 charges overall.
- 556 property items were logged in during the year, including evidence and other types of property.
- Moving traffic violations issued totaled 2,796, a decreased from last year by 13.5%.
- The department received 50 new domestic restraining orders during the year.
- The total number of accidents was 467, an increase of 4%. 823 vehicles were damaged and 80 persons were injured in the accidents reported to the department.
- The department responded to 1,769 business and residential alarms during the year, a decrease of 13.7%.
- Animal control handled 70 quarantine cases, 124 missing pets, 263 animals killed, injured or trapped, 400 dog calls, and 388 calls concerning other types of animals.
- Child safety seat inspections and installations totaled 310. 56 involved multiple passengers or extra vehicles.
- Calls for service remained about the same at a total of 29,131 for the fiscal year.
- The department classifies calls by six different classifications. They are listed here with the numbers of each type received during the fiscal year:

Immediate Response - Life Threat	3,010
Immediate Response - Property Threat	1,469
Priority Response	4,885
Prompt Response	3,944
Alarm Response	1,788
Service Response	14,035

- The department continued to experience a number of changes in personnel with the following events:
  - Five officers retired, they included;
    - James Hopkins.....24 years
    - Robert "Kevin" Bolio..... 34 years
    - William Slowe (Chief since May, 1988)..... 41 years
    - Ronald Ghizzoni..... 36 years
    - Edward Callahan .....27 years
  - Two officers were appointed: David Forte, and Shaleeka Rogers.
  - Lt. Thomas J. Leary was appointed the seventh Police Chief of the town on November 11, 2004. He has been a member of the Department since January 1975.
  - Sgt. Philip E. Droney was appointed Lieutenant.
  - Patrolman Paul Sammarco was promoted to Sergeant.
  - Patrolman Joseph G. O'Brien, Jr. was promoted to Sergeant.
  - Three officers resigned or were transferred to other departments.
  - At the end of the year five police officer vacancies existed. It is a goal of the department to recruit the most capable and qualified police officer candidates available.
- Committee involvement included participation in the following: Traffic Management Advisory Committee; Domestic Violence Action Committee; Human Rights Committee; Local Emergency Management Committee; TRIAD (an alliance for senior citizens involving the police and fire departments with the Norfolk county sheriff's department.)

- Local programs included a school resource officer program being maintained at the high school for 12 hours a week between January and June. An officer was assigned to housing authority involvement for 14 weeks during the summer months for a total of 142 hours. Bicycle patrol was conducted for 235 hours. A homeland security grant enabled reimbursement for replacement of an officer who as an army reservist was assigned to active military duty during the year. A highway safety grant program entitled "Click It Or Ticket" provided for three seat belt safety and compliance checks in April. The result brought the seat belt compliance rate to 85%. In November, the Department sponsored and coordinated the annual "Powder Puff," pre-Thanksgiving football game.
- In July, 2004, Officers responded to a Paul Revere address to investigate a shooting. Subsequent investigation resulted in the arrest of a man for aggravated assault, weapons charges and motor vehicle theft. As the fiscal year ended, his trial was pending.
- In February, 2005 officers responded to a Captain Robert Cook address where an explosive device was discovered. With assistance from the Fire Department and the Mass. State Police Bomb squad, the device was rendered safe. Two persons were arrested and charged with several offenses.
- Regional involvement included participation in the MetroLEC Regional Police Tactical and Cyber-crime Units, as well as in NORPAC, an investigative unit. The Department is also a member of the Southeast Homeland Security Advisory Council; the Greater Boston Police Council, in addition to maintaining a number of other affiliations in the public safety community.
- Training during the year included such courses as effective supervisory management; command training; recruit academy; in-service training; incident command training; search and rescue; bank alarm response; firearms qualification; and drug and alcohol policy training. Recent changes in personnel and promotions cause the expectation that training needs will increase to ensure effective delivery of services across a wide range of activities including patrol procedures, community policing, traffic enforcement, tactical deployment, and supervisory practices.
- Insufficient funding existed in the Department's fuel account, and a reserve fund transfer was requested and obtained during the year. Additional funds were also sought to relocate part of the firearms training at an outdoor range facility outside of the town. Increased costs in both areas are also anticipated in the future.

EDUCATION

FUTURE SCHOOL NEEDS COMMITTEE

James Lamenzo, Chair
Ann DerMarderosian
Mary Riddell
Roger Toran
Marianne Cooley
Marjorie Margolis
Kate Wescott
Lynn Gotwals
David Coelho

Please refer to the Future School Needs Committee Enrollments Projects chart located on page 70.

PURPOSE

The Future School Needs Committee annually estimates the projected student population. The Committee serves in an advisory capacity to Town Meeting.

FY05 ACTIVITIES

- Completed the annual enrollment projection and report analysis using town census data, including projections under alternative assumptions.
- Analyzed town census data and private school enrollment trends to project kindergarten enrollment.

MINUTEMAN REGIONAL HIGH SCHOOL

School of applied Arts & Sciences **www.minuteman.org**
758 Marrett Road
Lexington, MA 02421

Minuteman School Committee

Charles Olmstead of Acton
Rosalie Barton-May of Lancaster
Laura Morrissette of Arlington
Marjorie Daggett of Lexington
Linda Frizzell of Belmont
Kemon Taschioglou of Lincoln
Kileen Burgoyne of Bolton
Jeffrey Stulin of Needham (Chairman)
Student Representative – James Sullivan of Arlington
Donna Corey of Boxborough
Alice DeLuca of Stow (Secretary)
Nancy Weiss of Carlisle
Atty. Paul Lynch of Sudbury (Vice-Chair)
John Lang of Concord
Mary Ellen Castagno of Wayland
Frank Gobbi, Jr. of Dover
David Harmon of Weston

After several years of dedicated service, three members left the Regional School Committee in 2005. The entire Minuteman Regional School District thanks Dr. Erin Phelps of Arlington, Dr. Michael Rudd of Concord and Mary Shaw of Weston for their years of service and leadership.

Class of 2005 Graduate Achievement Highlights

- 91% of the Class of 2005 graduated into college, employment in their field of study or the US military.
- Commercial & Human Services graduates achieved 94% placement rate with 25 of 48 (52%) enrolled in college and 20 of 48 (42%) employed in their field of study.
- Science Technology graduates achieved 92% placement with 53 of 64 (83%) enrolled in college, 2 of 64 (3%) employed in their field of study and 3 of 64 (6%) enlisted in the US military with 100% of electromechanical engineering, environmental science and graphic communications students attending college.
- Construction-Trades graduates achieved 89% placement rate with 16 of 72 (22%) enrolled in college, 47 of 72 (65%) entering the workplace in their field of study and 1 of 72 (2%) enlisting in the US military.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Childhood Education graduates were certified by the Office for Child Care Services.
- 96% of Cosmetology graduates passed the state board examination.
- Medical Occupations graduates achieved 100% placement in college.
- Laura Cyr, a Carpentry graduate from Arlington, was honored as an Outstanding Vocational Student of the Year by the Minuteman Regional School Committee, the Massachusetts Association of Vocational Administrators and state Commissioner of Education, Dr. David Driscoll.
- Erin Meister, an Environmental Science student from Arlington, graduated Valedictorian in the Class of 2005 and earned the prestigious University Scholar status for enrollment at the University of Massachusetts at Dartmouth.
- Student speakers at the Class of 2005 graduation ceremony were Valedictorian Erin Meister of Arlington, Salutatorian Kevin Maloney of Stow and Class President Deanna Reynolds of Cambridge.

NEEDHAM PUBLIC SCHOOLS

Needham School Committee

Paul Denver, Chair
Marianne Cooley, Vice-Chair
Gary Crossen
Donald Gratz
Michael Greis
Louise Miller
Jeff Simmons

Central Administration

Stephen J. Theall, Superintendent
George Johnson, Director of Student Development & Program Evaluation
Theresa W. Duggan, Director of Program Development & Implementation
Mildred B. Beane, Director of Personnel Resources
Anne Gulati, Director of Financial Operations

Each September Needham Public Schools produces a Performance Report which is mailed to each Needham residence. This publication is also available to view in the Community area on the School Department website at: www\needham.k12.ma.us.

By the Numbers – The 2004-2005 School Year

Students	
Total Number of Students	4965
Enrollment by Level	
• Preschool	86
• Elementary	2346
• Middle School	1069
• High School	1429
• Out of District	35
Student Demographics (percentages)	
• Asian	6.0%
• African-American	3.3%
• White	88.1%
• Hispanic	2.5%
• Other	0.1%
• METCO Students	2.8%
• Receiving Special Education Services	11.3%
• % of Students Whose First Language Is Not English	5.8%
• % of Low-income Students	3.4%
Needham Residents Attending Minuteman Regional Vocational Technical High School	41
Home Educated Students in Needham	13
Students Participating in the NPS Summer Enrichment Program	432
Participants in the Adult Education Program	1200
Dollars	
Needham Public Schools FY 05 Operating Budget	$34,623,270
Percentage of Budget Dedicated to Personnel	88%
Percentage Increase over FY 04 Budget	1.7%
Staff	
Total Number of Teachers and Administrators	441
Teachers Licensed	93.8%
Teacher/Administrative Staff Demographics (numbers)	
Asian	8
African-American	6
White	425
Hispanic	2

Miscellaneous Statistics

Number of Meals Served Annually	441,000	Dropout Rate	0.87%
Number of Students per Computer	3.7	Attendance Rate	96.4%
% of Classrooms on the Internet	100%	Avg. # of Days Absent/Student	6.4

PUBLIC WORKS

PUBLIC WORKS DEPARTMENT

Richard P. Merson, Director of Public Works

PURPOSE

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal and recycling, traffic control, parks and forestry maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance. FY05 activities included:

- Shipped 8,082 tons of rubbish to Wheelabrator Millbury (Waste-to-Energy Plant).
- Recycled 64% out of the solid waste stream.
- Recycled 3,425 tons newspaper and mixed paper, including phone books and magazines; 893 tons of commingle, including glass, aluminum and tin cans, milk & juice cartons, plastic food & beverage containers with the recycling symbol #1-#3, and 171 tons of cardboard.
- Removed 932 tons of metal and 6 tons of tires from the waste stream.
- Removed 29 tons of paint, 13 tons of waste oil and anti-freeze from the waste stream.

- Goodwill & Red Cross received 206 tons of textiles.
- Composted 8,809 tons of yard waste.
- Processed 6,304 tons of DPW construction waste, e.g. from the replacement or repair of water, sewer & drain pipes, roads and sidewalks.
- Under the Department of Environmental Protection (DEP) waste ban mandate, removed from the waste stream 57 tons of Cathode Ray Tubes (CRT) in computer monitors & televisions, VCR's, rechargeable batteries (lithium & nicad), mercury thermostats & thermometers, and collected 28,696 linear feet of fluorescent light tubes, 397 lead acid batteries, 520 propane tanks, and performed 72 waste load inspections of vehicles on tipping floor.
- Disposal Area user stickers were purchased of which 10,220 were residential & 114 were commercial.
- Town Meeting approved Purchase of Trommel Screener at $110,000. In the first 24 months of operation, the Trommel Screener processed materials (brush, grass & leaves) into organic compost and generated $145,827 in revenue and avoided cost to the Town.
- Established Paper Recycling Program at the Pollard School and 48 tons of paper was diverted from the waste stream in the first 18 months of the program.
- Started the Wood Construction & Demolition Material Segregation Pilot Program to comply with future DEP mandate.
- Held one successful Annual Household Hazardous Waste Collection Day & the November leaf Sundays Program.
- Town Meeting approved Purchase of Wood Grinder at $149,734. In the first 12 months of operation, the Wood Grinder generated $17,280 in revenue as well as meeting the wood waste processing needs of the Town.
- Inspected 250 Street/Sidewalk Occupancy and Excavate permits.
- Continued the repair and preservation of the Town's 123 miles of roadways including 8.07 miles of asphalt paving; 7,157 gallons of crackseal; 2,211 gallons of rubberized crackseal adjustment of over 500 utility structures; & adjusted and repaired 400 driveway aprons.
- Repaired 15 miles of grass berms; and repaired 3,600 feet of granite curb.
- Continued the preservation of the Town's 160 miles of sidewalks, including the reconstruction of 23 handicap ramps and repaired .70 miles of sidewalks.
- Proceed with the scheduled maintenance and repair of traffic signs, traffic markings and parking meters, and with the repair and update traffic signal equipment.
- Continued to improve the Snow & Ice Program to provide the best service to the Town through equipment upgrade, use of biodegradable anti-icing chemical, employee training and tactical improvements, and re-design of traditional snowplow routes.
- Closed-out the Parish Road reconstruction project.
- Completed the design of Dedham Ave. Parking Lot.
- Concluded the road reconstruction of Webster St., Gary/Lee/Elder Roads & May/Chapel/Highland Intersection.
- Continued the Street Resurfacing/Reconstruction Capital Improvement Project.
- Initiated design of Staging Pad for Trailers at the Recycling Transfer Station.
- Successfully completed Phase IV of the Brook & Culvert repair project.
- Completed the Great Plain Ave. water main replacement & wastewater system rehabilitation construction for Areas 1,3 & 4.
- Concluded the design of Richardson Drive sewer main replacement.
- Initiated the design of Water Service Connection Installation/Replacement for various locations in Town, and the design of Sewer System Rehabilitation inflow & infiltration removal for Area 2 & Lower Areas 21 & 24.
- Continued Route 128 water main replacement feasibility study.
- Responded to 310 Parks & Forestry Division work requests.
- Continued Tree Planting Program by planting 16 trees and 37 shrubs along roadways and in parks, as well as continue Setback Planting Program by planting 25 trees on private property; and removed 49 trees. Rejuvenated Town Tree Nursery with 100 trees.
- Needham was recognized as Tree City USA for 10th year.

- The 2005 Arbor Day activities included the planting of 3 flowering crabapple trees at Memorial Park by the Rocket Connection Club from Needham High School.
- Continued Town's beautification effort to improve parking lots, Town Common and parks and improved Chapel & Eaton Square and Chestnut parking lots with weed removal and spread 49 yards of mulch.
- Multi-use field renovation work occurred on DeFazio #4, Pollard and High Rock fields.
- Diamond renovation work occurred on DeFazio #7, DeFazio #9 and Broad Meadow lower diamond.
- Field Maintenance Program included 8 acres received a lime application, 78.5 acres received fertilizer treatments, 33 acres received aeration treatments and 7 diamonds received organic weed control.
- Repaired 8 water pipe leaks, including 1water main breaks and 7 water service leaks.
- Responded to 58 water emergency calls (after regular business hours).
- Replaced 275 out of 528 Commercial Water Meters in preparation of monthly billing of commercial accounts.
- Replaced a 1 ½" iron pipe water main on Otis and Parkinson Streets with new 8" ductile iron, totaling approximately 1,400 lf of water main.
- 11 Water service lines were placed, including 4 lead-lined water service pipes.
- 2 new fire hydrants were installed.
- Successfully replaced 35 iron water service lines on Webster St. and Hillside Avenue.
- Proceeded with the rehabilitation and upgrade of the St. Mary's Water Booster Station.
- Implemented the rehabilitation and painting of the Town's Water Storage Tanks.
- Continued NPDES Program to remain compliant with EPA Memorandum of Agreement, including catch basin replacement, drain system inspection & heavy cleaning; replace failed sections of drain pipes; and bi-annual street sweeping to prevent accumulations of debris in catch basins that drain into the Charles River Watershed.
- Replaced Reservoir St. Sewer Pumping Station pumps.

SOLID WASTE DISPOSAL AND RECYCLING ADVISORY COMMITTEE

Lee Fox, Chairman
Jack Cogswell
William Connors
Jeff Heller
Rachel Spector
David Turgeon

The SWD/RAC provides citizen input regarding the Town's trash disposal and recycling programs to the Department of Public Works, which operates the Recycling and Transfer Station, and to the Board of Selectmen and to Town Meeting. The Committee was reauthorized by Town Meeting, Article 63 (ATM, May 2005). Each year we review the sources and uses of funds for the RTS Enterprise Fund and recommend fee changes to the Board of Selectmen, if required. Other activities and accomplishments for FY05 are summarized below.

Our members are appointed annually by the Board of Selectmen; we now have six members with an opening for 1 additional member. We meet monthly on the 4th Wednesday evening of the month at 7:30 p.m. at the Pollard Media Center (Inner) and the public is invited to attend our meetings.

- Trash disposal contract renewal: On June 30, 2008, our 20-year contract for waste disposal service with Wheelabrator Energy Systems (WES) in Millbury will end. The Committee intends to make a recommendation to Town Meeting regarding acceptance of the contract renewal offer or disposal by some other means. As input, the Committee recommended that the Town join into a compact with the other 35 towns that now have long-term contracts with WES to review the market conditions and options available for trash disposal other than incineration at WES. A consultant was retained to perform this work and his report will be released after receipt of the contract offer. Prior to June 1, 2006, the Town must respond to the WES offer; the Committee intends to hold public meeting(s) to educate interested members of the community and to solicit comments from the public. We will recommend action – acceptance of the contract offer or an alternative plan for trash disposal service – at the Annual Town Meeting in May, 2006.

  We anticipate that market conditions will allow us to reduce our cost of trash disposal by at least 30% or $28 per ton starting in July, 2008.

- Policy recommendation regarding public support for RTS Enterprise Fund (RTS/EF): The Committee was asked to recommend a policy regarding continuation of public support for the RTS Enterprise Fund. The Committee recommended that the RTS/EF be 100% supported by user fees instead of continuing the current practice of mixed funding. In FY05, 63% of the cost of the RTS Enterprise operation was met by user fees; a subsidy from the General Fund in the amount of $670,000 made up the balance.

  This new policy would have the following effect on the users. First, the Town now makes no payments to the RTS/EF based on its use of the RTS for disposal of trash or recyclables and for other services that the Town receives from the RTS such as reprocessing of yard waste to loam and storage and reprocessing of construction debris for the DPW and for snow disposal, services that would have cost $418,000 (average for preceding 3 years) had those services been purchased from commercial sources. The Committee recommends that the Town pay for those services. To avoid the extensive accounting cost and budget uncertainty, we further recommend that the Town's payment be calculated based on the average of the prior 3 years' use of RTS services.

  The effect of this policy on user fees for yellow bags and stickers would be modest increases in the fees of less than 5-10% over the next 2 or 3 years as this policy is fully implemented.

  The RTS scale rate is set at a level that is competitive with the scale rates of the nearby transfer stations. We expect the scale rates to increase by up to $5/ton per year.

  Our complete report is available at the RTS website at:
  http://www.town.needham.ma.us/DPW/RTS/DPWRTSHomePage.htm

- Trash/recyclables survey of schools: The Town received a Technical Assistance Grant from MA DEP in October, 2004 to study the generation rate and handling of trash and recyclables in the Needham Public Schools. This information is summarized below and will be used both as a baseline for measurement of improved environmental performance and as the basis for our contract for waste disposal services for the schools.

  The full report is available at: http://www.town.needham.ma.us/DPW/RTS/DPWRTSHomePage.htm

  The key finding was that we could reduce the weight of trash disposal by 10 to 20% if half of the waste paper were recycled; at present, only 5-10% of the recyclable paper is being recycled.

- Increase in contract rate for sale of recycled paper: We have renegotiated our contract with our paper recycler and he now pays us $10 per ton of paper recycled. In the past, both paper and commingled containers were recycled at no net cost or revenue to the Town. We continue to recycle our commingled containers at no net cost or revenue. This change produced revenue for the RTS/EF of $34,624 in FY05.

- The RTS continues to expand its yard waste activity to include sale of both compost and loam to the public as well as to landscaping contractors. It generated $32,048 of revenue in FY05 to help support the operating costs of the RTS.

- The RTS continues to rent out its trommel screener and wood waste processor to other towns in the area. In addition to paying for the maintenance of this equipment, that activity generated $34,242 of revenue for FY05 to help support the operating costs of the RTS.

- Thanks to the effort of the RTS users, the recycling level has increased from 40.30% of Needham's trash (exclusive of yard waste and construction debris) to 41.57% in FY05, reducing the amount that has to be hauled to Wheelabrator and burned at a significant cost to the users.

The Committee wishes to acknowledge and thank Chip Laffey, Superintendent of the RTS, for his active and effective management of the facility. Under his leadership and through his initiative, the RTS/EF earned more than

$180,000 in FY05 from non-Needham sources, making it possible NOT to raise fees for the average household by more than 20%.

PUBLIC FACILITIES

MUNICIPAL BUILDING MAINTENANCE BOARD

Kate Fitzpatrick, Chair
Patty Carey, Vice-Chair
Steve Theall
Ann MacFate
Rick Merson
Mark LaFleur, Director

PURPOSE

The Municipal Building Maintenance Board identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town buildings. In addition, the Board formulates long-range building related capital needs, including cost estimates and feasibility assessments, for planning purposes. The Municipal Building Maintenance Board came into existence on July 1, 1995 as a result of Article 6, of the November 21, 1994 Special Town Meeting.

Buildings cared for and maintained by the Municipal Building Maintenance Board include, Town Hall, Public Safety Building, Fire Station #2, Public Library, DPW Main Building, Charles River Water Treatment Facility, Ridge Hill Reservation (three buildings), Carleton Pavilion, Stephen Palmer Building (Council on Aging), Memorial Park Fieldhouse, Needham High School, Pollard Middle School, Newman Elementary School, Broadmeadow Elementary School, Eliot Elementary School, Mitchell Elementary School, Hillside Elementary School, High Rock School Building, Emery Grover School Administration Building, and the Daley Maintenance Building.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

- Using Funds ($50,000) from the Spring 2004 ATM Article 29 (Exterior Painting) the entire Hillside Elementary School exterior was painted.
- Using funds ($50,000) from the Spring 2004 ATM Article 30 (Interior Painting) the following spaces were painted: Pollard Middle School; three corridors, three classrooms, many door frames, Hillside Elementary School; all corridor student lockers, all fire door partition assemblies, all door frames, Mitchell Elementary School; seven classrooms, Principal's office, Principal's conference room, High School; principal's office, Principal's conference room, 200's grade level offices, all student restrooms, Newman Elementary School; three corridors, ten pod vestibules, Emery Grover; Food Service Director's office, Curriculum Director's office.
- Using funds ($75,000) from the Spring 2004 ATM Article 28 (School Flooring Replacement) approximately 13,000 square feet of asbestos containing floor tile was removed from the Hillside Elementary School lower level corridor, cafeteria, and lower level classrooms and replaced with vinyl composition floor tile.
- Using funds ($40,000) from the Spring 2004 ATM Article 27 (Roof Replacement and Repair) the entire 3,600 square foot roof on the Rosemary Pool Bathhouse Building was replaced including insulation, drains, and flashings.
- Using funds ($62,000) from the Spring 2004 ATM Article 32 (Mitchell School Media Center) the following repair/replacement work was done to renovate the Media Center including the media center office in the Mitchell Elementary School: painted all walls and built in cabinet units, replaced the suspended ceiling including the grid, replaced carpeting, replaced window treatments, replaced HVAC ducts, installed new data and electrical wiring, replaced shelving, tables, chairs, and computer work stations.
- Installed heavy duty vinyl stair treads and risers on three stairwells in the High School and three stairwells at the Hillside Elementary School.
- Installed porcelain-on-steel white marker boards in six Pollard Middle School classrooms.
- Replaced a 120 foot wide X 10 ft. high section of exterior panel board skirting on the Pollard Middle School modular classrooms due to extensive vandalism damage.

- Filled numerous penetration holes from the High School 100's classroom floors to the crawlspace below. This work was done, in order to attempt to prevent crawlspace moisture from entering the 100's classrooms, at the request of our industrial hygienist, the PPBC, and the High School Extraordinary Health and Safety Committee.
- Welded steel support channel bars onto the main elevator shaft travel rails in the High School loading dock area elevator shaft in order to prevent the elevator cab from twisting horizontally and wedging between floors during travel. The main elevator operator controller, which was damaged as a result of the cab twisting, was replaced. Both repairs were done on an emergency procurement basis by our elevator service contractor, Atlantic Elevator.
- Replaced approximately twelve (12) faulty horn/strobe devices on the High School fire alarm system.
- Inspected masonry, flashings, gutters, and roof drains in the area of the Mitchell Elementary School gymnasium entryway to identify the source of a longstanding water intrusion issue. Base flashings at masonry walls above the gymnasium entryway roof were found to be faulty. The flashings will be repaired when the weather allows. (Fairly mild weather is needed to do the repairs identified.)
- Installed and wired a two and one half (2½) ton roof top packaged air conditioning unit serving the Newman Elementary School nurse's suite.
- Replaced worn carpeting in the Pollard Middle School nurse's suite with vinyl composition floor tile.
- Insulated copper piping which supplies cooling to the Broadmeadow Elementary School E.T.C. "head end" computer room including patching the sheetrock ceiling that was cut open in the Media Center area to gain access to the piping.
- Replaced the main heating system expansion tank in the D.P.W. main building.
- With funds from Article 10 of the November 2004 Special Town Meeting, ($35,000), the piston jack assembly on the Pollard Middle School 1969 elevator was replaced in accordance with the January 1, 2004 revision to the Commonwealth of Massachusetts Department of Public Safety Elevator Code. This code change mandated the replacement of all single walled hydraulic elevator piston assemblies installed before 1972 with double walled hydraulic elevator piston assemblies.
- The Emery Grover Building electrical service upgrade, required for the addition of electric heat to several cold areas of the building, was completed by Lantern Electric Company in conjunction with NSTAR Electric. The old 200 amp single phase electric service was upgraded/replaced with an 800 amp three phase electric service. Parallel to this project the MBMB electrician installed baseboard electric strip heat units in 3rd floor rooms. Prior to this work the 3rd floor was hard to heat above the 50's due to the undersized steam boilers, plugged steam supply piping, drafty windows, and tall ceiling heights. While electric heat can be expensive to operate this work was the only viable option to heat the 3rd floor and to alleviate the problem of frequent tripping of electric circuit breakers due to 21st century electric demands in a 19th century building.
- Replaced the gas train supply linkage assembly on the Broadmeadow Elementary School roof top HVAC unit serving the performance center. The faulty linkage had caused a natural gas/exhaust odor to enter the building. NSTAR Gas and the Needham Fire Department responded to investigate and ensure the safety of all occupants.
- Removed asbestos containing floor tile and the carpeting cemented over it from the DPW main entrance corridor and two adjacent offices. Vinyl composition floor tile was installed in the main entrance corridor and carpeting in the two adjacent offices.
- Made extensive track, chain, sprocket, and support angle bar repairs to the motorized retractable bleachers in the High School "A" gymnasium.
- Installed rigid insulation board including chalking the seams, above the ceilings at the exterior walls in Pollard Middle School science rooms #100-#110 to resolve a longstanding cold air draft issue.
- Cleaned all of the exterior unit ventilator and cabinet exhaust grills on the High School Math/Science wing (800's and 900's rooms) at the request of the High School Extraordinary Health and Safety Committee.
- Replaced broken bituminous pavement, repaired broken bituminous berm in front driveway, and filled numerous potholes at the Mitchell Elementary School.
- Repointed approximately 90 square feet of exterior brick and repaired/replaced exterior wall flashing above the Mitchell Elementary School gymnasium entry corridor to resolve a longstanding water intrusion issue.
- Replaced the underground gasoline tank spill bucket and ring assembly at the Police Station which was damaged by a snow plow.

- Replaced the entire gutter on the front of the Memorial Park Field House building with a new seamless aluminum gutter.
- Replaced the worn carpeting in the upper level corridor and stairwell at the Memorial Park Field House building.
- Repaired two underground oil tank fill cover units and one oil tank manhole unit at the High School. All three units required repair as a result of snow plow damage.
- Installed and wired six condensate pumps on air conditioning units located above ceilings in the High School guidance and main office areas to eliminate the problem of condensate water dripping through ceiling tiles and into wall cavities. This problem originated when the PPBC's "High School HVAC Phase I" contractor first installed the above ceiling air conditioning units with condensate lines pitched incorrectly.
- Replaced approximately 20 conventional style illuminated exit signs with "LED style" illuminated exit signs at the Police Station. This change will save money by eliminating frequent bulb replacements and through reduced electricity usage.
- Hired a second HVAC Technician to allow the MBMB to respond to HVAC service issues in a more timely manner and to perform many long delayed preventative maintenance tasks. The hiring of this position included the purchase of one additional tradesperson van.

PERMANENT PUBLIC BUILDING COMMITTEE

John Connelly, Chairman
Joseph Carroll
Theodore Crowell
George Kent
John Halfrey
Greg Petrini
Paul Salamone
Steven Popper, Manager

PURPOSE

The Permanent Public Building Committee ("PPBC") was formed in June 1996 with seven members that were appointed to be responsible for the construction, reconstruction, enlargement, or alteration to buildings owned by the Town or on Town property. The PPBC is responsible for working with the individual user agencies as the need for a project, and/or a feasibility study, becomes established.

FY05 HIGHLIGHTS

The following is a summary of completed or ongoing projects the PPBC has supervised during FY05 (July 2004 to June 2005). These projects were initiated during the period of 2001 thru 2005 fiscal year.

Name: Broadmeadow School Reconstruction and Expansion
Project Status: Ongoing final stages
Authorization: $15,550,000
Budget Status: On Budget
Architect: DiNisco Design Partnership
Contractor: J. Slotnik Company
Project Mgr.: Gilbane Building Company

This project involved the renovation and expansion of the Broadmeadow Elementary School. This work began in June 2001 and is now occupied. Work continued on various elements of the building. Litigation on contract commitments was resolved in the spring of 2004 culminating with a Mutual Waiver Release and Settlement Agreement with the General Contractor. A new legal challenge arose in FY05 that has delayed the closeout of the project.

Name: Eliot School Construction and Expansion
Project Status: Ongoing final stages
Authorization: $14,500,000
Budget Status: On Budget
Architect: DiNisco Design Partnership
Contractor: Maron Construction Company

Project Mgr.: Gilbane Building Company

This project involved the demolition of the existing John Eliot Elementary School and construction of a new John Eliot Elementary School. This work was completed and the school building was occupied in February 2004. A few elements such as modification to mitigate noise propagation at the performance center HVAC unit and replacement of landscape greenery have been ongoing over the year.

Name: Library Renovation and Expansion
Project Status: Ongoing
Authorization: $15,700,000
Budget Status: On Budget
Architect: Ann Beha Architects, Inc.
Contractor: G&R Construction Inc.
Project Mgr.: R.F. Walsh Company

This design and construction project involves the renovation and construction of 48,000 square feet of Library space. All additions to the original 1915 vintage building will be demolished and replaced by 38,000 square feet of new space utilizing the current library property. The project was initiated after an override appropriation vote in April 2003. A parking area allowing for 50 spaces will be rebuilt, and utilization of parking in the adjoining Christ Episcopal Church lot by way of a License Agreement with the Church has been initiated. Demolition and abatement of the existing structures began in July 2004 and was completed in September 2004. Construction for the new Library started in October of 2004 and is expected to be complete by December 2005. The occupation of the new library is expected by late February 2006. Temporary library space is being provided in the currently vacated and refitted High Rock School.

Name: High School Renovation & Addition
Project Status: Ongoing
Authorization: $51,300,000
Override: $10,700,000
Total Budget: $62,000,000
Budget Status: On Budget
Architect: Drummey, Rosanne & Anderson, Inc.
Contractor: TLT Construction Corp.
Project Mgr.: Gilbane Building Company

This design and construction project involves the rebuilding and renovation of 280,080 square feet of educational space at the current location of the High School over a four and a half-year construction period envisioned to start in the summer of 2004. The project began with Town override vote for appropriation in October of 2003. Approximately 2/3 of the space will be new construction replacing sections of the 1950 additions to the High School which will be demolished. Retaining the original "A" building is an integral part of the plan. Students will be phased into the new facility as the staged construction becomes complete. Design was completed in October 2004 and a construction contract was placed in December 2004. Phase 0 (rework of exterior parts of the site, including parking) was completed in September 2004. Project completion is scheduled for 2008.

On November 17, 2004, the general contractor bids were received. Due primarily to the inflation of building material costs, difficult site conditions and issues in the 1930 portion of the building, the cost of the project was projected to increase by $10.7 million. After approval of Article 1 at the Special Town Meeting on February 7, 2005, an override in the amount of $10,700,000 was brought before the Town voters in April 2005 for a town wide vote. The override passed. The contractor, TLT Construction, started work on Phase 1, the new classroom wing, in December 2004 and is scheduled to complete Phase 1, allowing approximately 2/3 of the "new" added space to be occupied, in August 2006. The project is planned to take place over four separate phases; excluding Phase 0. The planned start dates for; Phase 2 (demolition of the math/science wing and construction of the remaining "new" academic space) is June 21, 2006, with a completion date of June 2007, Phase 3 (renovation of the original 1930 building and construction of the new gymnasium) is June 25, 2007, with a completion date of December 2007, and Phase 4 (demolition of existing buildings, renovation and reconstruction for Webster Street bus loop) is January 2008 with a completion date of August 2008.

Name: Facility Master Plan Feasibility Study
Project Status: Ongoing
Authorization: $150,000
Budget Status: On Budget

At the 2005 Annual Town Meeting, Article 36: Appropriate for Facility Master Plan Feasibility Study was approved. The study will evaluate the needs of municipal departments including, at a minimum, those in the School Administration Building, Town Hall and the Department of Public Works. The study will also evaluate optimal locations, reuses, renovations, reconstructions and alternative spaces for the municipal departments and their existing buildings. The Facilities Working Group will be an active participant in the proceedings. An architect/planner is expected to be chosen by September 2005.

The PPBC is challenged by the enormously important and complex projects that have now been appropriated by the Town. Successful execution of these projects is essential to successfully integrate these projects within the Town's fabric.

COMMUNITY SERVICES

PUBLIC HEALTH DEPARTMENT

Edward V. Cosgrove, Ph.D.
Denise Garlick, R.N.
Alan K. Stern, M.D.
Janice Berns, R.N., M.S., Ed.D., Director

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board is to preserve, protect and improve public health and social well being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

PUBLIC HEALTH AND SAFETY

Increasing concern for emergency preparedness 24/7, emergent and re-emergent diseases, and new environmental regulations require that the Health Department sustain and increase its environmental oversight, emergency response and broad-based training programs. Emergent and re-emergent infectious diseases, such as: Eastern Equine Encephalitis, SARS, West Nile Virus, Lyme Disease, Rabies, Tuberculosis, and the potential for outbreaks such as a Pandemic Flu, reaffirm the need for strong oversight by the Health Department and prompt investigation of all disease reports. These threats require greatly increased coordination between town departments and local communities. Because of the threat of bioterrorism, the department will increasingly be called upon to support police and fire departments in planning for incidents and addressing community concerns. Activities during the past year include:

- Town-wide functional exercise with Wellesley on a radiologic and water emergency with evaluators from the Harvard Center for Emergency Preparedness, the Massachusetts Emergency Management Agency, and the Massachusetts Department of Public Health.
- Updated emergency plan, including an emergency dispensing plan and risk communication plan.
- All Health Department professional staff obtained MDPH/ODP training in the Incident Command System and the National Incident Management System (NIMS), personal protective equipment, emergency dispensing sites, biological agents, and isolation and quarantine laws and policies.
- Four emergency dispensing sites chosen.
- 24/7 coverage for emergencies maintained.
- Volunteer Medical Corps begun with 90 people, mainly doctors and nurses, with trainings offered on pandemic flu, emergency dispensing sites, and biologic agents.
- Four department nurses are certified smallpox vaccinators.

- The Health Department continues to meet monthly with the Emergency Region 4B consortium that includes 27 towns and participated in a regional exercise on avian influenza.
- The Health Department and the Fire Department Co-chair the Local Emergency Planning Committee (LEPC) which continues to meet monthly with town departments, local hospital, businesses, the media, and residents.
- The LEPC continues to work towards full certification from the Massachusetts Emergency Management Agency.

PUBLIC HEALTH NURSING

The Public Health Nurses continue with disease investigation and surveillance within the community, offer advocacy, consultation, counseling, outreach/case finding, health promotion, screening and immunizations. Health Education/Provider Education is a focus of the nurses with newspaper articles and presentations made to the community and day care and camp providers and serve on committees.

The Public Health Nurses license and conduct health and safety evaluations of the nursery schools, day care programs, after-school programs, summer camps and tanning parlors within the community. They coordinate human service programs such as the Federal Fuel Assistance program, the Good Neighbor Programs, the Salvation Army Local Unit and coordinate assistance with other local agencies and churches. The Public Health Nurses also administer the food stamp program for the elderly and the disabled in the community.

The Needham Health Department is working with other town departments towards becoming a "HeartSafe" Community. The Metropolitan Boston Emergency Medical Services Council emphasizes increasing the survival rate from Cardiac Arrest, by expanding CPR training and AED access. We have a public health nurse trained to teach CPR and AED. In conjunction with the Needham Police Department, Needham Fire Department, and the School Department, the Needham Health Department has provided CPR/AED instruction to town employees. AED's have been placed in Town Hall, Council on Aging and the Needham Schools. AED's will soon be available in the Library, DPW and RTC. We are committed to the health and well being of our community.

COMMUNICABLE DISEASES

The following communicable disease statistics represent those reported in the last three years, along with some of the screening programs and activities performed during the year:

	FY03	FY04	FY05
Campylobacter	5	3	6
Cryptosporidia	3	0	0
E-Coli	1	0	0
Giardiasis	3	3	3
Hepatitis A	0	0	0
Hepatitis B	2	3	8
Hepatitis C	6	2	0
Kawasaski	2	0	0
Lyme Disease	20	27	23
Inv. Haemiphilus Influenza	0	1	0
Shigella	1	0	0
Meningitis Viral	2	4	0
Strep A	2	2	0
Pertussis	1	8	16
Rabies (Animals)	2	0	0
Salmonellosis	2	5	6
Tuberculosis Pulmonary	0	0	2
Positive PPD	7	3	3
Varicella	17	0	15
Inv. Strep Pneumonia	0	2	5

SCREENING PROGRAMS

	FY03	FY04	FY05
Colo-Rectal Screening	47	51	50
Employee Office Visits	165	172	129
Employee Wellness	-	-	495
Glaucoma	24	21	27
Hearing	196	146	149
Mantoux Testing	165	276	71
Police Weight Screening	38	45	39
Skin Cancer Screening	43	43	53
Vision	192	146	149
Wellness Office Visits	2,068	2,241	1,954
Health Telephone Consults	3,351	3,460	4,781
Wellness Clinics - Visits	272	254	240

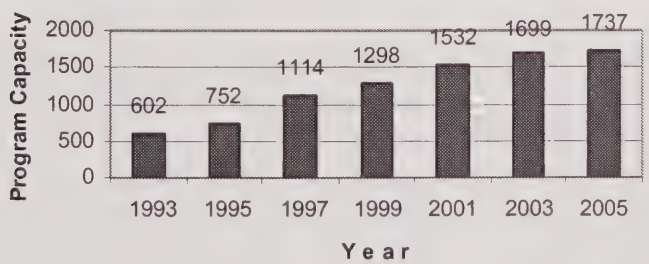
IMMUNIZATIONS

	FY03	FY04	FY05
Influenza (Doses Administered & Distributed)	3,380	3,490	3,960
Other Immunizations Administered	157	140	86
Local Area Vaccine Distribution Doses	17,489	12,363	12,442

LICENSED FACILITIES

	FY03	FY04	FY05
Day Camps	7	7	8
Inspections	18	24	24
After School	13	13	13
Day Care Facilities	17	17	18
Total Enrollment	**1,699**	**1,746**	**1,737**
Inspections	86	84	68
Tanning Parlors	3	3	2
Inspections	7	6	4

Day Care and After School Program Capacity by Year



HUMAN SERVICES

Senior SAFTE

The Public Health Nurses coordinate the Senior Safety And Food Training and Education Program (Senior SAFTE) with the Traveling Meals program coordinator. In the past five years of the program, over 443 home visits were conducted to review nutrition, medication management and safety issues with this high-risk population. Senior SAFTE's goal is to keep Needham's elders living safely in their homes.

FEDERAL FUEL ASSISTANCE PROGRAMS

The Salvation Army Program, "Gift of Warmth" and Friends Programs assist those Needham residents who meet specific financial criteria, with payment towards heating and electric bills.

Federal Food Stamps for Senior Citizens and disabled individuals only, are available to qualified Needham Residents.

ASSISTANCE AND HUMAN SERVICE PROGRAMS

	FY03	FY04	FY05
Coordinate Local Assistance (families)*	78	94	80
Federal Energy Assistance (families)	110	82	90
Health Guidance Home Visits	99	96	46
Salvation Army (families)	26	21	21

*Funds/services contributed by local human service agencies, churches and synagogues

ANIMAL INSPECTION

Animals Quarantined for Exposure to Potentially Rabid Animals

	FY03	FY04	FY05
Cats (45-day quarantine)	43	54	38
Cats (6-month quarantine)	7	14	14
Dogs (45-day quarantine)	8	15	5
Dogs (6 month quarantine)	4	0	1
Animal Bites			
Cat/Human	7	8	3
Dog/Human	19	19	20
Dog/Dog	-	6	1

ENVIRONMENTAL HEALTH

Environmental health activities are determined by public demand, legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and Federal regulations.

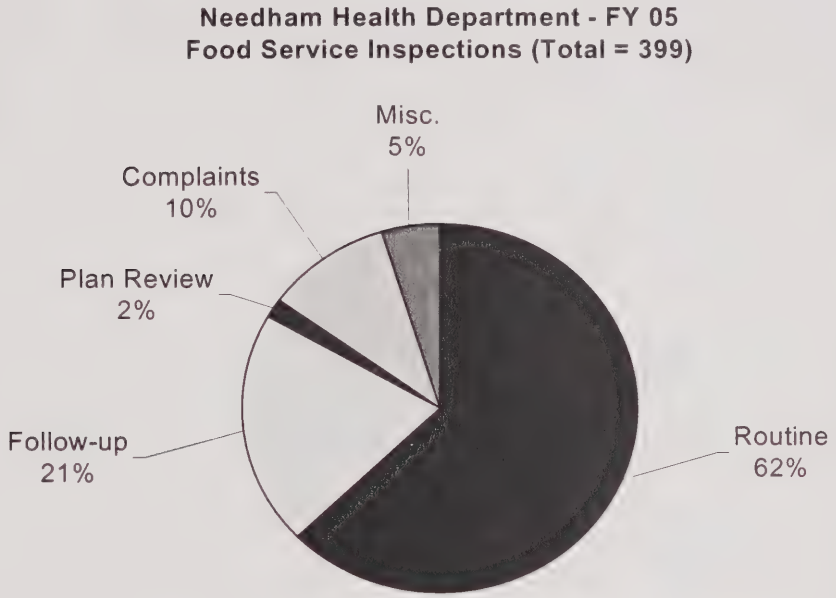
The Environmental Health Agents license and conduct inspections of all retail/food service establishments (including mobile food vendors), tobacco vendors, massage establishments, pools, a bottling company, and establishments that use sharps within the community.

In addition, the Environmental Health Agents conduct inspections of on-going Title V septic system installations, Chapter II sanitary housing units, sub-divisions (for off-street drainage bond release requests), and follow-up on a variety of complaints (air quality, nuisance, rubbish). They review new or renovated food establishment design plans, additions or renovations to homes on septic system plans, demolition applications, septic hauler/installer permit applications, massage therapist permit applications, well (irrigation and monitoring) permit applications. They also review domestic animal permit applications, conduct inspections/quarantine animals as needed, and

coordinate the annual rabies clinics. Quarterly tobacco compliance checks are conducted along with responding to work place smoking complaints.

Consumer/Service Provider education is a focus of the Environmental Health Agents with newspaper articles, cable slots, and on-site trainings for discussing current public health topics such as mosquito control and preventing food borne illness. They continue to actively serve on committees in town.

Following is a listing of environmental health permits and field inspections performed by the Environmental Health Agents.



Inspections and Reviews

	FY03	FY04	FY05
Carbonated Beverages	2	2	1
Food service inspections: initial & follow-up, admin hearings, plan review and complaints	414	406	450
C.II housing inspections	19	16	27
General nuisance inspections	61	98	78
Rabies Clinics	3	3	2
Title V systems inspections, plan reviews and home additions	63	70	97
Title V systems installations	4	3	10
Subdivision field inspections/ plan reviews/ correspondence	10	12	9
Swimming pool inspections	10	8	6
Suspect food borne illness reports submitted to state	9	3	4
Demolition reviews	76	79	89

Licenses and Permits

	FY03	FY04	FY05
Animal Permits	5	5	8
Bottling Plant Licenses	1	1	1
Food Establishment Licenses	122	122	124
One-Day & Temporary Event Permits	40	39	38
Mobile Food Cart Licenses	7	6	6
Massage Licenses (Therapists & Establishments)	28	36	44
Septic Hauler Permits	9	10	8
Subsurface Sewage Installers' Permits	18	14	14
Tobacco Sales Permits	18	18	17
Caterers	2	2	1

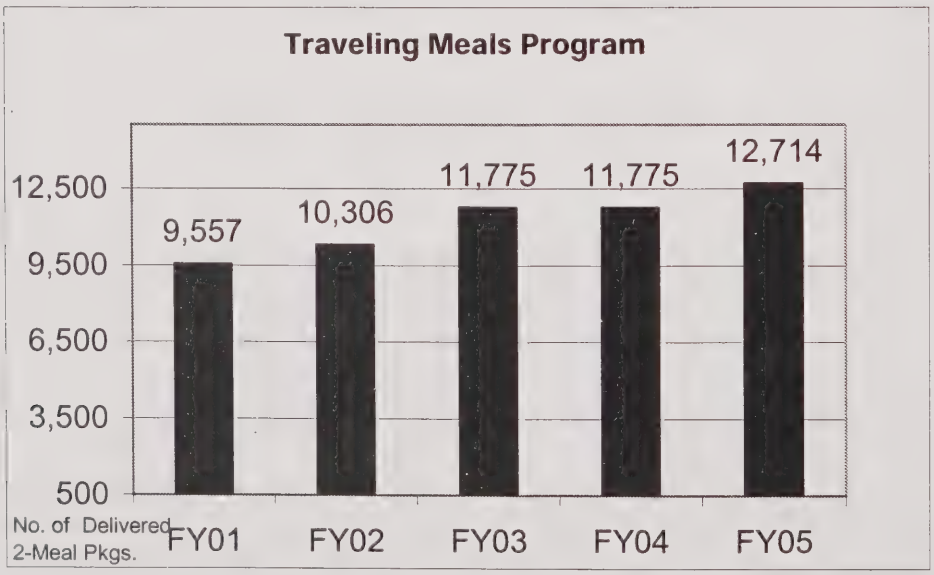
Additional Permits

	FY03	FY04	FY05
Funeral Directors' Licenses	3	3	3
Burial Permits	426	381	432

TRAVELING MEALS

The Traveling Meals Program, a volunteer based service, is in its 34th year. This year, 12,714 two-meal packages, prepared at the Beth Israel Hospital, Needham, were packed and delivered by 62 loyal volunteers (many of whom have been volunteering for the Program for 15 or more years). They are the bases for the success of this valued community need. Volunteers are our residents and members of businesses and organizations in Needham.

This fee for service Program is available to any homebound Needham resident unable to shop or prepare meals for themselves, regardless of age or income. Donations from FRIENDS of the Board of Health and Traveling Meals Program, a grant from Springwell (elder services) supplemented the cost of meals for more than 38 Needham residents throughout the year.



MENTAL HEALTH AND SUBSTANCE ABUSE

The Town of Needham supports children, families and adults by providing funding to *Riverside Community Care*. Through this funding, Riverside provides a continuum of mental health and related services as a payer of last resort.

Many of Riverside's programs and services are located and delivered within the Town of Needham. In fiscal year 2005, Riverside provided services to 336 Needham residents, an increase of about 18% compared to last year.

- The Riverside Early Intervention Program provided almost 4,100 yours of service to 153 developmentally at-risk Needham children, age birth to three years.
- The Riverside Outpatient Center provided 1,560 hours and the Day Treatment programs provided over 500 days of treatment including individual, group, family counseling and/or medication services to 102 Needham residents. Treatment issues include severe, persistent, chronic mental illness, parent/child relationship, school problems, substance abuse, employment issues, domestic violence, traumatic events and a spectrum of complex adolescent mental health diagnoses.
- Last year, the Riverside Alternative Youth Services Program (AYS) served teens and their families who faced crises with alcohol and drug abuse, serious and destabilizing family conflict, eating disorders and/or other serious emotional problems. In fiscal year 2005, Riverside AYS staff provided 359 service hours to 29 Needham families. AYS staff also provided consultation to school staff and participated in community activities. Compared to last year, this is a 41% increase in the number of families served. These Needham adolescents were at risk of hospitalization or residential placement. The Riverside Alternative Youth Services Program is fully supported by the Towns of Needham, Newton, and Weston, and is currently housed at Riverside Community Care's offices at 255 Highland Avenue.
- The Riverside Life Skills Center provided intensive clinical day treatment services to 8 Needham adolescents who were temporarily unable to function in a school setting due to severe emotional problems. Last year, only 4 adolescents received services.
- The Riverside Family Partnership offers short-term therapeutic treatment options for youth residing at home, in residential programs, and in hospitals. Last year, 5 Needham families received 1004 hours of service through the Family Partnership - a 60% increase over last year.
- The Riverside Emergency Service Team provides 24 hours, 7 days per week mobile support to 57 Needham residents with mental health and/or substance abuse emergencies.

MENTAL RETARDATION AND DEVELOPMENTAL DISABILITIES

The *Charles River Association for Retarded Citizens, Inc.* provides the following services for people with mental retardation and/or developmental disabilities and their families in the Town of Needham and many surrounding towns.

- Residential Placement – Group Homes; Supported Apartments
- Family Support Social Services and Advocacy
- Recreational and Respite Care Services
- Vocational Training, Job Placement and Support
- Therapeutic Day Services & Senior Citizen Day Supports

For a complete Annual Report contact:
Charles River Arc,
59 East Militia Heights Road
Needham, MA 02492
(781) 444-4347 or the website at www.crarc.org

HIV/AIDS ADVISORY COUNCIL

The mission of the HIV/AIDS Advisory Council is to educate the community about HIV/AIDS.
Activities have included:

- World AIDS Day Candle Lighting Ceremony
- Hosting the Names Quilt at Needham High School and Pollard Middle School
- Dissemination of educational information and displays
- Speakers, panels, adult education seminars
- Liaison to Town boards
- Reviewing the HIV/AIDS curriculum in the school system

EAT WELL/BE FIT NEEDHAM

A community based health and wellness initiative designed to increase awareness of, and to implement programs that address the healthy balance of nutrition and fitness, in keeping with the initiatives goals. Activities have included:

- *Healthy Alternatives for Celebrations* brochure to all grammar schools, parents, students, staff, day cares
- Collaboration with other towns and Metco
- Educational and informational fairs
- Outreach to local restaurants
- Monthly *Eat Well/ Be Fit* column in *The Needham Times*
- Healthy Recipe cards at Sudbury Farms

NEEDHAM DOMESTIC VIOLENCE ACTION COMMITTEE (DVAC)

This committee's mission is to educate the community on the issues of domestic violence. Activities have included:

- RAD Training to students at Olin College
- *Yellow Dress* and *Silent Witness* productions
- Funded educational programs and materials at Needham High School
- Traveling art show developed by NHS students
- *Silent Witness* program
- Dissemination of educational information and displays at 4th of July, Flea Market, and Town Days
- Educational inserts in the water bill
- $500 Scholarship to graduating NHS senior

GRANTS AWARDED AND DONATIONS RECEIVED

$10,150 **Bioterrorism Preparedness:** grant from the MDPH thru Region 4B Emergency Preparedness to contract temporary services of an Emergency Preparedness Coordinator and partial costs of a town-wide functional exercise.

$1,500 **MDPH Emergency Preparedness Intern** - Focused on emergency preparedness planning and response in the Health Department.

$200,000 **Virginia & Ruth Bigwood Domestic Violence Trust Fund** - supports activities of the Needham Domestic Violence Action Committee and the Board of Health.

$16,037 **Human Services:** grants and donations from community organizations and churches to assist needy residents in obtaining fuel, medical care, emergency food, and other emergency assistance as needed.

$20,005 **Springwell** grant for individuals in the Traveling Meals Program who are unable to pay cost of their meal.

$7,250 **Friends of the Needham Board of Health and Traveling Meals Program, Inc.** The Friends group was formed by Needham residents to assist the Health Department in raising and obtaining funds for programs not fully supported by federal, state and local government programs. Funds are used to assist Traveling Meals clients pay for meals and to assist residents with fuel expenses. Participants must meet federal eligibility requirements or have other demonstrated need. FRIENDS also support Health Department programs and initiatives.

$2,080 **Smokefree Communities Grant** – from the Massachusetts Department of Public Health. The towns of Belmont, Brookline, Milton, Needham, Newton, Waltham, Watertown, and Wellesley received a combined grant of $60,000 to continue compliance checks of tobacco vendors and enforce workplace policies.

$10,000 **CHNA#18 (MDPH) Community** Health Network Area of 8 Metrowest Towns that focused projects on Public Health Advocacy and Nutrition and Exercise.

$31,000 **Volunteer Services** provided over 3,000 hours (approximately equal to $30,000 in salary) to pack and deliver meals to clients in the Traveling Meals Program.

FY05 Highlights

For FY05, the Health Department reports the following highlights:

- A Mosquito Advisory Committee, composed of mosquito control experts and residents, reviewed the current practices of Norfolk County Mosquito Control Program and made recommendations to the Board of Health and the IPM Committee.

- Participated with emergency agencies from Needham and Wellesley in a functional exercise to evaluate and improve our preparedness.
- There were 87 communicable diseases reported and investigated.
- More than 1,780 persons participated in the flu immunization clinics and over 2,180 doses were distributed to local nursing homes, and pediatric practices.
- Capacity in nursery school, day care and before and after school programs licensed by the Health Department increased to 1,737.
- More than 3,356 persons consulted the Public Health Nurses for wellness visits.
- There were 399 food service inspections conducted on 124 establishments.
- There were 97 Title V septic system inspections, plan reviews, and home additions reviews (with septic).
- There were 78 general nuisance inspections.
- The Traveling Meals Program delivered over 12,714 meals.
- There were 82 pets placed under quarantined by the Animal Inspectors.
- The Health Department web page continues to grow and includes application forms, links and educational information. Please view us at: www.town.needham.ma.us/boh.

COMMISSION ON DISABILITIES

Elaine Saunders, co-chair
Jeanie Martin, co-chair
Susan Crowell, secretary
Debbi Heller
Karen Peirce
Susan Rains
Andy Wise
Dale Wise
Patrice Snellings, School Committee Liaison
Paul Spooner, MetroWest Center for Independent Living Liaison

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month with 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official, and other interested Needham residents. In FY05, there were 8 members with one vacancy.

PURPOSE

- To advise municipal officials, public and private agencies, and other individuals to ensure compliance with federal, state and local disability laws.
- To promote full integration of persons with disabilities into the community.
- To provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.
- To participate in a variety of forums and media events to develop public awareness of persons with disabilities, and compliance with the Americans with Disabilities Act (ADA).
- To provide grants to community based organizations so that persons with disabilities can participate more fully in programs and activities in Needham.

Funds accrued from Handicapped parking fines were used to provide grants to individuals and organizations for materials and programs relating to people with disabilities.

Pre School Yoga Program Needham Public Schools	$400.00
2 bed canes for Needham Community Council	$163.90
Nova Mack Walker for Needham Comm. Council	$245.00
TOTAL	$808.90

FY05 HIGHLIGHTS

- Met with the School Superintendent and Director of Student Development and Program Evaluation to advise them about changes needed in order to comply with state and federal accessibility codes for the incoming KASE program at the High Rock School.

- Represented NCOD at a state board variance hearing concerning a ramp at the front entrance of the renovated Needham Public Library.
- Met with representatives from the PPBC, school administration and architects to advise them of requirements needed to comply with federal and state laws, in particular related to the renovation of the high school.
- Worked in conjunction with the Metro West Center for Independent Living in Framingham on all legal and technical matters pertaining to the disabled.
- Advised town officials and local businesses regarding the number and dimensions of handicapped parking spaces and of proper signage required for HP spaces in order to ensure compliance with ADA and the Architectural Access Board (AAB) regulations.
- Provided handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments.
- Maintained a force of trained volunteers that assist the Needham Police by taking photographs of violators of handicapped parking regulations.
- Continued to work with local officials to ensure compliance with state and federal laws regarding placement and number of properly engineered curb cuts and crosswalks within the town.
- Reviewed the Town of Needham Self-Evaluation survey and readied it for distribution to all departments to assess programmatic and architectural access.
- Met with representatives from the Needham Historical Society to discuss issues of accessibility and accommodation for their move to the Newman School site.
- Continued to award grants to individuals and organizations for materials and programs relating to persons with disabilities. (Funds made available from handicapped parking fines.)
- Distributed an updated NCOD brochure which is available at various town sites and is included in a welcome packet for Needham newcomers.
- Interviewed by local print media regarding important accessibility issues in the town of Needham, including the library ramp and KASE program occupancy at the High Rock School.
- Developed and participated in the filming of a Public Service Announcement about handicapped parking regulations that is to be aired on the Needham cable channel.
- Distributed information about the registration of persons with disabilities in the enhanced 911 program, an automatic location identification system, through the local newspaper, local cable channel and by inclusion in the welcome packet for Needham newcomers.
- Remained informed about regulations and issues concerning people with disabilities through subscriptions to publications, newsletters and through the public media.

FY06 FORECAST/GOALS

- To continue to work with the School Administration, the liaison to the School Committee, MBMB, PPBC and the Park and Recreation Department in an advisory capacity to ensure compliance with AAB and ADA building codes at schools, playgrounds and other municipal buildings as they are renovated. Emphasis will be placed on ensuring accessibility for the new construction and renovation at the library and the high school.
- To continue to advise the Needham School Department and the Town of Needham regarding changes that need to be made to bring the High Rock School up to full compliance with state and federal regulations for future occupancy.
- To work with Needham Public Housing and its residents to provide a safe environment and accessibility compliance including ramps, railings, entrances and lighting.
- To distribute and compile data from the Self-Evaluation Survey for all departments in the Town of Needham.
- To continue to inform non-compliant business property owners of regulations regarding proper handicapped parking signage and offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.
- To enforce proper usage of handicapped parking spaces through a program that tickets violators, in conjunction with the Needham Police.
- To utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community through the issuing of grants.

- To continue to work with town officials to bring the Town of Needham into compliance with state and federal regulations regarding all accessibility issues.
- To continue to distribute the revised NCOD brochure.
- To dispense information and to serve as a resource to individuals in the Town of Needham on issues relating to the disabled.
- To continue to facilitate registration of persons with disabilities in the Enhanced 911 program, an automatic location identification system, in conjunction with Needham Town Hall and the Needham Police.
- To encourage Needham citizens to participate in NCOD meetings and encourage full membership in our 9-member commission.

For further information about the Needham Commission on Disabilities, and in particular about serving on the commission, please call NCOD at (781) 455-7500.

COMMUNITY PRESERVATION COMMITTEE

Members:	*Appointed by:*
Ron Ruth, Chairman	*Town Moderator*
John Comando	*Board of Selectmen*
Roy Cramer	*Conservation Commission*
Bruce Eisenhut	*Planning Board*
Cheryl Gosmon	*Housing Authority*
Mary Ellen Herd	*Board of Selectmen*
Paul Siegenthaler	*Town Moderator*
Richard Weitzen	*Park and Recreation Commission*
Cary Young	*Historical Commission*

PURPOSE AND MISSION

Massachusetts General Law (M.G.L.) Chapter 267 of the Acts of 2000, Section 2, defines community preservation as "the acquisition, creation and preservation of open space, the acquisition, creation and preservation of historic structures and landscapes and the creation and preservation of community housing." The Community Preservation Committee is appointed to make recommendations for use of the Community Preservation Fund.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

- Based on the vote at May 2004 Town Meeting to place the question on the ballot, the voters of Needham adopted the Community Preservation state legislation at the November 2, 2004 Presidential Election.
- May 2004 Town Meeting approved the Community Preservation By-Laws, pending the outcome of the November election.
- Appointments were made to the Community Preservation Committee as required in the By-Laws.
- The Committee began the process of creating the Community Preservation Plan and Application Process, expected to be completed in early FY06.
- The Committee met with the Town Manager and representatives of the Board of Selectmen, Finance Committee and other town boards and organizations charged with the responsibilities relevant to open space/recreation, historic preservation, and community housing to better understand the Town's resources and needs relevant to Community Preservation.
- In May, 2005, the Needham Town Meeting appropriated $1,150,000 for the first round of funding for community preservation based on anticipated FY06 revenues from the CPA surcharge. The appropriation was distributed as follows:

Historic Resources Reserve	$116,000
Community Housing Reserve	$116,000
Open Space Reserve	$116,000
Community Preservation Fund Annual Reserve	$745,000
CPC Administrative and Operating Expenses	$57,000

NEEDHAM COUNCIL ON AGING

Betsy Tedoldi, Chair
Susanne Hughes, Vice-Chair
Roma Jean Brown
Morrie Dettman
Carol deLemos
Jan Dorsey
Sharon Lally, Executive Director
Dan Goldberg
Vivian McIver
Helen Hicks
Andrea Rae
Derrek Shulman
Mary Elizabeth Weadock

MISSION

The Needham Council on Aging's mission is to respond to its older residents' needs by providing a welcoming, inclusive, and secure environment where individuals and families benefit from programs, services and resources that enhance their quality of life and provide opportunities for growth. The Needham Council on Aging was established by Town Meeting in 1957, the first in the State, and continues to fulfill the original purpose, which is to:

- Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;
- Design, promote, coordinate and implement services and programs to meet those needs and concerns; and
- Inform the community and enlist support and participation of all citizens in this effort.

The Council on Aging is directed by a 12-member board appointed by the Selectmen. The Board of Health, Park & Recreation Commission, Housing Authority, School Department, and the Library each nominate one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the Town through annual surveys, a careful analysis of local needs as well as local and national standards of health care, recreation, education, and service needs.

The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council on Aging staff oversees services and programs. Staff provides information, referrals, and assistance to elders and their families. The Center hours are Monday-Friday, 9:00 a.m.-4:00 p.m. The Council on Aging office, located at the Stephen Palmer Senior Center, is staffed Monday-Friday, 8:30 a.m.-5:00 p.m. throughout the year.

The Council on Aging employed 3 full-time employees (town funded), and 11 part-time employees (4 town funded and 7 grant funded) in FY05. The Council on Aging also utilized the assistance of 271 active volunteers who contributed 13,200 hours of service in FY05, for an estimated value of $203,148 (EOEA).

FUNDING

Additional funds were provided by:

- $15,000 Friends of the Needham Elderly
- $34,595 State Formula Grant (EOEA)
- $64,900 State SHINE Grant (EOEA)
- $13,000 MBTA Grant
- $ 4,600 Title IIIB Grant
- $ 400 MARTAP Grant
- $20,092 Cash Donations

The Needham Council on Aging estimates that an additional value of $117,992 was donated in in-kind services in FY05 (speakers, instructors, maintenance, publicity, snow plowing, utilities, landscaping, pest control, marketing, entertainment, luncheon assistance, overhead, building expenses, equipment, supplies, and materials).

FY05 HIGHLIGHTS

- The Council on Aging achieved national senior center re-accreditation through the National Institute of Senior Centers, following a one year self-assessment process, which involved 72 community volunteers, seniors, and staff, each serving on one of 9 standards committees, in order to complete the self-assessment work plan and 5 year action plan. The Needham Senior Center was the first in Massachusetts to be accredited 5 years ago, and the first in Massachusetts to be re-accredited.

- The Council on Aging implemented the second year of a two-year federal Title IIIB grant from Springwell, Inc. for $4,600 for the Project B.A.G.S. Program, an expanded grocery shopping assistance program for seniors. Our part-time Outreach Worker continued to administer the program with the grant funds provided, expanding the program to include 3 days of in-store assistance to 68 individual seniors, and a cadre of volunteers who provided full shopping service with home delivery to an additional 25 individual homebound seniors. These figures are in additional to the independent grocery shopping service provided for 110 individual seniors over a 3-day weekly schedule throughout the year.
- The Council on Aging held a very successful lecture in memory of its founder, Dr. Dorothea Willgoose, which focused on upcoming issues regarding changes in the Medicare Part D Program. Additionally, the COA became immersed in the all-consuming effort to provide information on Medicare Part D via diverse outreach efforts, throughout the 22 communities it services through the Metrowest Regional SHINE Program.
- The Council on Aging spent some transitional time in the last year on personnel issues: The full-time Associate Director took a three-month maternity leave, and soon after decided to resign after ten years to become a "stay-at-home" mom for her 3 children; our full-time Social Worker was promoted to the available Associate Director position, which left us with a vacant Social Worker position for a few months; with additional grant funding, we brought on an additional part-time SHINE Outreach Worker to specifically address outreach efforts for the Medicare Part D changes; we replaced one part-time van driver position twice in this past year; and due to limited custodial resources shared with Town Hall, the Council on Aging faced long-term challenges in providing satisfactory custodial services at the senior center during most of this past year. All of these personnel issues required staff time and effort to ensure a seamless operation here during times of transition.
- The Council on Aging developed a Volunteer Manual and a Senior Center Operations Manual, which has been and is available for distribution.
- Thanks to the generosity of the Needham Exchange Club, the Council on Aging was able to purchase a much needed photocopy machine for the Senior Center.
- The Council on Aging conducted a successful 2-part Housing Options Conference for Needham Seniors, which was so well-attended that we were filled to capacity.
- The Council on Aging Board of Directors adapted to the change from Town Administrator to Town Manager form of government, taking on a more advisory role.

The Council on Aging continues to try to find the means to address the unmet needs of seniors in this community. An ongoing effort, the greatest need that we have is for more space for needed and requested programs and services. The COA receives continual requests for senior programs for which there is not sufficient space to hold them. Although exercise programs are held four times a week, there is a waiting list for exercise classes, due to the lack of space. Programs such as line dancing, wellness programs, craft and art programs, and confidential meeting space are constant requests, which we are unable to meet due to space limitations. Additionally, the need for centrally located rest room facilities, and more of them, is growing due to the growing frailty of many of our seniors who continue to visit the center. Another unmet need, which the COA is faced with, includes the provision of Adult Day Care services for those frail seniors who are aging in place and for whom the Senior Center, as it is, is no longer an appropriate setting.

The Council on Aging will continue to work diligently towards obtaining a new Senior Center facility, which is desperately needed, in order to not only accommodate the current senior population, but also to meet the needs and interests of the oncoming Baby Boom generation, whose numbers are predicted to at least triple over the next 10-15 years, and also for those oldest seniors, whose longevity has surpassed the expectations of almost everyone!

As people live longer and try to maintain their independence in the community, it is necessary for the Council on Aging to respond to the need for assistance, not only for the seniors themselves, but also from middle-aged people who find themselves responsible for caring for their aging parents and/or other relatives. All are turning to the Council on Aging for information and assistance.

DEPARTMENT OF VETERAN'S SERVICES

John J. Logan Jr. Veteran's Agent

PURPOSE

- To carry out functions assigned to the office by Chapter 115 of the General Laws of Massachusetts for the towns of Needham and Dover
- To keep a depository of discharges and records of veterans
- To oversee the disbursements of veteran's benefits to veterans and their families
- To see that all veterans' graves have a flag on them for Memorial Day
- To see that all veterans' graves in Needham are kept and cared for
- To help veteran's families in completing VA forms to acquire pensions, insurance and other benefits to which they are entitled
- To insure that veterans who die without funds are properly interred

FY05 ACHIEVEMENTS

- The Memorial Day Parade
- Veterans' Day Ceremonies at Memorial Park
- Decorating 1600 veterans' graves at St. Mary's and Needham Cemeteries for Memorial Day
- Maintaining a list of personnel serving in the US Armed forces presently deployed in Afghanistan, Iraq, and through our the world
- Instrumental in having a plaque installed at the corner of Charles River and Grove Streets to honor the two English fliers that were killed in a plane crash near that site on D Day June 6, 1944

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

John W. Edgar Chairman
Louise Condon
Kathy Lewis
Bernard Ford
Jack Cogswell
Charles Hurwitch
Sam Bass Warner
George Giunta, Sr.
Gerald Wasserman
Howard Goldman
Mathew Talcoff
Maurice Handel
William Dermody
Sean Sweeney

PURPOSE

The EDAC is a committee appointed by the Selectmen comprised of volunteers committed to advising the Selectmen on various town issues. The subjects of the Committee's studies may be referred by the Selectmen or may be the result of initiative taken by the EDAC.

FY05 ACCOMPLISHMENTS AND ACTIVITIES

- **Needham Center Business District Development**
  The committee has joined the Selectmen's effort to achieve a comprehensive plan for the future Needham Center Business District. The goal is to implement improvements to the present downtown district of Needham. The plan will include mixed-use local downtown shopping district consistent with smart growth and transit oriented development principles. The estimated cost of $80,000 necessary to engage the services of an urban design consultant has been provided as follows: $25,000 raised by the EDAC through fundraising, $25,000 approved by Town Meeting, and a grant from the State of Massachusetts in the amount of $30,000. A search for a consultant will begin in January 2006.
- **Economic Target Area**
  The EDAC also explored the concept of Economic Target Area designation for the New England Business Center. Designation of the Business Center as one the State's economic target areas would allow the Town to offer development tax incentives to eligible businesses town wide. Additionally, communities participating in the program become priorities for targeted capital funding. The EDAC held an informational meeting with the New England Development Corporation to better understand the purpose

and concept of this Target Area initiative. Upon consideration, the EDAC favorably recommended this concept to the Selectmen. The Town has applied to the State for inclusion of the New England Business Center as an Economic Target Area with a decision on the Town's application expected in early 2006.

- **Parking Plan**
  The Selectmen have annually requested that the EDAC review the Parking Plan for the downtown business district. The EDAC has recommended the fee structure for permit parking and buddy space permits. Recently the Committee recommended adding meters to a section of Chapel Street previously un-metered. The subject of parking availability and utilization has been a continuing area of concern and, in fact, the current Parking Plan is the result of several years' work by the EDAC.
- **Permitting Process Streamlining**
  During 2005 the Committee followed the progress of the Focus Study Groups established to identify problems in the current permitting process, and to determine the changes necessary to modernize and streamline the process. Such changes were needed in order to provide a positive and helpful process to homeowners, builders, and retail businesses, etc, when applying for required permits. As a result of several years' efforts of the Focus Study Groups, final improvements are now being made to various permitting regulations, also much of the permitting process can now be done interactively online. As a result of the fundraising by the EDAC, the cost of the consultant hired to oversee these studies was supported by funds contributed by members of the business community. In 2005 the EDAC has worked in concert with the Selectmen to make the Permitting Process Streamlining a reality.

Public Welcome
The EDAC meets on the third Thursday of each month at the Needham Town Hall and the public is always welcome to attend.

GOLF COURSE ADVISORY COMMITTEE

Jon Schneider, Chairman
Jonathan Bean
Roy Cramer
Jane Howard
John D. Marr, Jr.
Robert J. Moore, Jr.
Ted Weiner

PURPOSE
The Golf Club Advisory Committee is appointed by the Selectmen to act as a liaison between the Needham Golf Club and the Board of Selectmen. The Committee endeavors to ensure that the Club is operated as intended under the terms of the lease with the Town and provides a forum for residents to obtain information about the operation of the Club and to resolve any disputes with the Club. The Committee reports to the Board of Selectmen.

The Needham Golf Club is a private non-profit corporation organized in 1923. The Club operates a 9 hole golf course designed by Donald Ross. The Club owns approximately 6.7 acres of land fronting on Green Street. The club house, parking lot and ninth green are on land owned by the Club. The remainder of the golf course is on approximately 58.4 acres of land leased from the Town.

The current lease, approved by Town Meeting in 1998, expires on April 13, 2009, but is subject to the right of the Town to terminate the lease any time upon action by the Town Meeting. The Club pays yearly rent of approximately $250,000, subject to upward adjustment based upon the consumer price index.

Under the terms of the lease, residents have the right to use the golf course on Tuesdays and after 3:00 on Sundays and Mondays with payment of the green fees that members of the Club must pay for guests. In addition, the Club accommodates the Needham High School Golf Team and allows use of the premises for winter sports. The lease imposes various restrictions on membership including a requirement that 90% of new members must be residents of Needham.

FY05 HIGHLIGHTS
The Committee meets before the beginning of the golf season and at the end of the season. The Committee holds special meetings if matters arise at other times.

At the meeting held on November 15, 2004, the Club President, Thomas Hoban, reported on resident play for the summer of 2004 noting a 17% decrease in resident play over 2003. He reported that the Club needed to repair the roof of the clubhouse and needed to address major structural issues. Mr. Hoban indicated that the Club wants to begin discussion for renewal of the lease which is in the sixth year of a ten year term. A consultant for the Club involved in golf course management raised the following issues:

- The short term nature of the lease makes it difficult to convince members to support capital improvements.
- The Club pays about 28% of its revenue as rent under the lease from the Town which he contrasted to Granite Hills which pays an aggregate of 12% to Quincy and Milton.
- The Club was interested in a long term lease or purchasing the property.

Selectman Matthews, who was involved in negotiation of the current lease, observed the following:

- The Town has a financial deal that guarantees substantial revenue with no financial risk. Many municipal golf courses are losing money.
- The Town has to make a decision whether it wants to continue to lease the land for golf purposes before commencing negotiations for a renewal.
- The Selectmen have not decided on the appropriate process for discussing renewal of the lease.

At the meeting held on April 11, 2005, Mr. Hoban reviewed the membership process. He indicated that the Club had accepted 46 new members and that new members spent approximately 4 years on the wait list.

He discussed the rules for residents' play for the 2005 season. The Club expects no changes in procedures. Due to the reduced play by residents on Tuesday, Mr. Hoban indicated that the Club would discuss the possibility of allowing residents to bring guests on a trial basis if there is space available.

FY06 FORCAST

The timing for moving forward with possible renewal of the lease needs to be discussed. The Club decided to make repairs to the club house in 2005, but continues to discuss major renovations or construction of a new club house. The Club will not be able to undertake major renovations without a renewal of the lease. The Club is also concerned with the provision of the lease that allows the Town to terminate prior to the end of the lease term. The Town needs to first consider alternative uses of the property. If it is determined to continue with the golf course use, the second step will be negotiation of the lease. Further discussions of the process and timing are expected in the next fiscal year.

HISTORICAL COMMISSION

Carol J. Boulris, Chairman
Norman A. Homsy
Elizabeth L. Rich
Sandra B. Tobin
Rev. Cary Young

PURPOSE

The Historical Commission was established in 1976 by Town Meeting during the Bicentennial of the United States of America. Commission mandates and directives are included in the General By-Laws of the Town of Needham and Massachusetts General Laws, Chapter 40, Section 8D. Duties of the 5 member Commission, which is appointed by the Board of Selectmen, include recording the historical assets of the Town for local and state inventories and reviewing any proposed demolition involving a listed property.

FY05 HIGHLIGHTS

- Worked with the Permanent Public Building Committee and Ann Beha Architects in an attempt to preserve design elements of the 1915 Georgian Revival library building during the construction project for this town asset.

- Supported participation by the Town of Needham in the Community Preservation Act, through which monies are available for historic preservation projects. Member Cary Young represented the Commission on the local CPA Committee.

- Presented the second annual Raymond F. Bosworth Awards for outstanding efforts in historic preservation to James Turbayne, owner of the 1832 Luther Morse House, Nehoiden Street, and to Michael Tedoldi and Cynthia Loker, real estate developers, for their efforts to preserve the 1855 Browne-Whitney House as the center of their condominium project on Garden Street.

- Accepted with regret and gratitude for services rendered the resignation of members Louis Hutchins and Vicki Krupp and welcomed new members The Reverend Cary Young and Sandra Tobin.

- Worked with the owners of the Israel Whitney House, Central Avenue, to find an alternative to the demolition of this National Register property.

- Permitted, with regret, the demolition of the Michael McIntosh House, Nehoiden Street, after an independent investigation by an historic preservationist found the building to be beyond renovation.

- Permitted, with regret, the demolition of the Silas Alden House, Central Avenue, after inspection found it to be in an advanced state of dilapidation, making restoration or preservation not rational options.

MEMORIAL PARK

Ron Sockol
Charles Mangine
John Gallello
Joseph McSweeney
David DiCicco

PURPOSE

- To provide a multiple use gathering location dedicated to the Veterans of this town in a safe and pleasant environment.
- The 13.5 acre grounds, building, scheduled use, and operation of the facilities is governed by five (5) elected Memorial Park Trustees.
- Memorial Park is the site for many community and High School activities, including baseball, softball, football, use of the track and the gazebo.
- Town civic organizations use the grounds for multiple uses. Park and Recreation use it for family entertainment events during the summer. It is also used by organizations such as American Legion Baseball, Adult Softball, Little League, Pop Warner Footballl, Needham Track Club, and some High School Sports Teams.
- A large number of organizations utilize the Memorial Park building to conduct their meetings, and house special events such as the Exchange Club's annual fruit sale and Summer League Baseball sign ups.
- To provide a visible, attractive sign board for organizations to post and advertise up-coming events.
- To provide an eye-catching, pleasant entertainment area to sit and enjoy. The grounds are maintained by the Park, Grounds and Forestry Department of the Town of Needham.

FY05 HIGHLIGHTS

- Needham High School Graduation exercises
- The Exchange Club's Fourth of July Festivities and Fireworks display
- The Ellie Bloom Special Olympics for Citizens with Special Needs
- Arts in the Park and Children's Theater sponsored by the Park and Recreation Department
- The American Cancer Foundation Fund Raiser all-night walk around the track
- Memorial Day and Veterans' Day services to honor our Veterans
- The continued upkeep of the Memorial Park Garden
- A safe walking location for residents when other activities are not using the park

- A safe location for some High School students to park their cars during school hours

NEEDHAM CULTURAL COUNCIL

Jean Cronin Connolly, Chairperson
Norman Abbott
Sally Dempsey
Gail Gordon
Alice Kelleher
Claire Messing
Louise Miller

PURPOSE

The Needham Cultural Council (NCC) is a town-appointed agency of volunteers whose purpose it is to promote and maintain the vitality of cultural resources within the Needham community and to support programs that promote excellence, access, educational opportunities, diversity and appreciation of diversity in the Arts, Humanities, and Interpretive Sciences. Through distribution of grant money made available by the Massachusetts Cultural Council (MCC), the Local Cultural Council funds a diverse cross-section of established community programs and artists of recognized cultural value while encouraging and supporting new programs. NCC is committed to funding a broad variety of art forms, the ongoing work of individual artists, environmental education projects, collaborative proposals that bring together artists and other types of organizations, local cultural groups, programs and artists of recognized cultural value, and projects that serve specific populations -- youth, elders, low-income, disabled.

ACCOMPLISHMENTS

This year, the Needham Cultural Council has developed a plan to unify and support the many Arts and Culture organizations in town. After reviewing last year's survey results, and meeting with representatives of many Needham cultural organizations, the Council applied for and won a grant to begin development of an Arts and Cultural website servicing the town's cultural organizations under the unified name of NeedArts. Future plans are underway to broaden the scope of support for these organizations.

The Needham Cultural council re-granted $2,755 in FY05, making awards to the following recipients:

Needham Open Studios – Website Development	$300
Golden Tones - "Singing Through Our Lives" Program	$150
Highland Glee Club – Concerts	$300
Needham Art Association – Spring Art Show	$275
Longwood Opera – La Boheme	$450
Needham Park & Recreation – Arts in the Park	$500
Plugged in Teen Band Program – Benefit concert	$250
Needham Creative Arts Council – "Made in the Shade"	$330
New England Light Opera Company – Night & Day	$200

NEEDHAM FREE PUBLIC LIBRARY

Lois, F. Sockol, Chair
Thomas M. Harkins
Margaret L. Pantridge (May-June)
Emily M. Salaun (July-March)
Ann C. MacFate, Director
Lois C. Bacon
Gail B. Hedges
Sally B. Powers
Gregory J. Shesko

The Board of Library Trustees derives its authority from Massachusetts General Laws, Chapter 78, Sections 10 and 11, and the Needham Town Charter Part 3, Section 19.

PURPOSE

The Board of Library Trustees has adopted the following Vision and Mission Statements.

VISION STATEMENT

- The Needham Free Public Library will be an integral entity and a dynamic hub for everyone needing access to materials and information to support educational, intellectual, recreational, and cultural needs.

- The library will provide opportunities for individuals to develop independent learning and research skills, utilizing a variety of media, in a gathering place designed for people of all ages and abilities.

- The library will provide free services and information to all, delivered with personalized responsiveness to individual needs.

MISSION STATEMENT

The Needham Free Public Library is committed to utilizing its resources and personnel to:

- Promote personal and professional growth opportunities
- Provide answers to residents' questions on a broad array of topics relating to work, school, and personal life
- Satisfy residents' need for information on popular cultural and social trends and recreational reading, listening, and viewing materials
- Foster an open environment for community interaction and public discourse

DEPARTMENTAL STATISTICS

Adult Department:	
Circulation (books, videos, CD=s, cassettes, periodicals)	193,339
Books loaned to other libraries	36,194
Books borrowed from other libraries	32,009
Overdue notices and bills sent	1,964
Reserves placed	2,651
Total money returned to Town from fines, fees, lost books, etc.	$39,074.32
Reference Department:	
Reference questions answered	13,295
Directional questions answered	2,012
Reference books checked out overnight	75
Number of people using Genealogy Room	48
Remote Access	51,629
Children's Department:	
Circulation (books, videos, records, CD=s, cassettes, periodicals)	133,783
Reference questions answered	7,427
Overdue notices and bills sent	1,359
Story times and other programs	65
Attendance at programs	903
Catalog Department:	
Adult books added to collection	4,975
Adult books withdrawn	3,391
Children=s books added to collection	2,190
Children=s books withdrawn	1,684
CD=s, and audio cassettes added	345
CD=s, and audio cassettes withdrawn	173
Videocassettes and DVDs added	1,130
Videocassettes and DVDs withdrawn	423
Total Collection	138,665

MISCELLANEOUS STATISTICS

Number of registered borrowers	17,011
Total hours open	2983
Attendance	204,380

FY05 HIGHLIGHTS

July/August: Carpenters, electricians, data line installers, and shelf constructors finished their work of changing the High Rock School into the temporary quarters of the Needham Public Library. Professional library movers, ably assisted by the library staff, moved the entire contents of the public library (library materials, desk contents, furniture) to the High Rock School. The entire move took three weeks, and the library opened to the public on July 19. On Saturday, July 17th, more than fifty people gathered at Memorial Park to symbolically move the library to temporary quarters via a Red Wagon Parade to the Town Common. The Permanent Public Building Committee voted to have Ann Beha Architects conduct further design studies for the new library exterior. The resulting changes further beautified the building. With the exception of the historical 1915 portion, the library building was demolished. The trustees established a Furniture, Furnishings, and Equipment Committee for the new library building. On August 11th the Library Construction Project went out to bid.

September: The Permanent Public Building Committee awarded the Library Construction Project contract to low-bidder G & R Construction.

October: On October 2nd the Friends of the Library held the first book sale in the library's temporary quarters. Despite the limited space, the sale was a success. On Sunday, October 17th, the library trustees sponsored an official Groundbreaking Ceremony for the new library. A well-attended special Children's Groundbreaking Ceremony preceded the main event. Construction commenced on the new library.

November: The Friends of the Library held its first program of the year, "From Foot to Wing: Innovations and Postal History," in the Dickerson Room at the Beth Israel Deaconess Hospital-Needham. During the year the Friends utilized many other venues for programs, as there was no program space at the library's temporary quarters. The library's wireless computer access became operable. The Massachusetts Architectural Access Board denied the library's application for a variance to keep the Highland Avenue library entrance open in the new library, even though it is not handicapped accessible. Rather than close this entrance/exit, the Board of Trustees voted to install an accessible walkway.

December: A small subcommittee, working with the Needham High School Art Department, settled on the concept and design of fabricating tiles of historic scenes in Needham that will be placed on the east wall of the new library's Reference Department.

January: The Board of Library Trustees authorized the formation of a Long-Range Planning Committee that will formulate a library plan of service that will set the direction for the new library. Several staff members and trustees attended the American Library Association Midwinter Meeting in Boston.

February: Major structural steel erection completed in new library.

March: The Board of Trustees accepted Trustee Emily Salaun's resignation "with regrets and thanks for her years of service."

April/May: Ray Darnell, Mayor of Needham Market, England, and his wife Sue toured the new library construction site. As part of the annual McIver Series, Nancy Scott presented a lecture, "O'Keefe in Bloom," at the Knights of Columbus Hall. The Board of Library Trustees and the Board of Selectmen interviewed several excellent candidates to fill a library trustee vacancy. The combined boards selected Margaret L. Pantridge. The Friends of the Library formally presented the Library Foundation of Needham with a donation check for $150,000. All floors have been poured in the new library. The Town received the second installment ($913,051) of the Library's State Construction Grant.

June: The Board of Library Trustees voted unanimously to support the installation of a Rainwater Recovery System at the new library. The system will store 12,000 gallons of roof runoff, which will be used for irrigation purposes. Exterior brickwork began on the new library.

DONATIONS TO THE LIBRARY

During FY05 twenty-six people volunteered 1,001 hours of service to the library. Volunteers mended the library's books, dusted and straightened the library's shelves, and put returned materials back on the shelves. In addition, the Library Trustees and Friends of the Library worked many hours presenting programs, book sales, and other special events. The Friends of the Library donated more than $12,000 to the library during the fiscal year. This includes both cash gifts and direct payments for items. Friends donations paid for the Encyclopedia Britannica, travel books, reference books, legal self-help books, Pimsleur language CDs, young adult books and books-on-CD, children's books-on-tape and books-on-CD, subscriptions to international magazines, and museum passes. Even though the library was in temporary quarters for the entire fiscal year, the Needham Garden Club continued its efforts to beautify the library. Garden club members maintained the two urns at the main entrance to the temporary library. The Needham Garden Club continued to purchase the pass to the Garden in the Woods. The Needham Lions Club presented the library with funds to purchase Kurzweil software that will allow the visually impaired to use a PC as a reading machine. The Lions' donation will also be used to purchase books for the library's Large Print Collection. Other clubs, groups, organizations, companies, and individuals who made significant donations to the library in FY05 include:

Marjorie Hunter
The Domas Family
Betsy Feick
Robert Hall
The Knights of Columbus
Project VAN (Volunteers Around Needham)
Needham High School Community Classroom Program

Thank you also to the many individuals who made memorial and honoring donations to the library during FY05. The Trustees and staff are grateful to everyone who made a donation to the library. You enrich the library's collections, as well as the lives of the people of Needham.

FY05 Memorials and Cash Donations	$15,318.00
FY05 Value of books, videos, etc. donated	$ 4,026.00

FY06 FORECAST

The library will move out of its temporary quarters at the High Rock School and into its newly reconstructed and refurbished building. The new library will be an instant success, with its ease of access, conveniently laid out floor plan, greatly expanded Children's Room, enlarged Community Room, sufficient numbers of computers, bold exterior design, and energy efficient components.

NEEDHAM HOUSING AUTHORITY

Peter Fugere
Richard Gatto
Cheryl Gosmon
Gerald O'Keefe (State Appointee)
Sheila Pransky
Cynthia Howe, Executive Director

PURPOSE

The Needham Housing Authority provides income-based rental units to the elderly, disabled, and families. The Authority administers a number of federal and state housing programs under the oversight of a five-member Board of Commissioners all of whom are residents of Needham. Four Commissioners are elected by the Town and one Commissioner is appointed by the Governor.

The Authority operates 436 units of affordable housing for the elderly, disabled, and families including 152 one-bedroom apartments under state programs and forty-six one-bedroom apartments under federal programs for senior citizens and disabled individuals of any age, eighty units of Veterans' family housing, and thirty units of federal family housing. The Authority also maintains a staffed single-family house under the State's Chapter 689 program serving eight individuals with special needs and is assigned 120 Section 8 vouchers and certificates.

BUDGETARY DATA
The Needham Housing Authority maintains separate budgets for each program it administers and is not part of the Town's budget. The majority of the Authority's funding is derived from rent collected from its tenants. The Authority's annual budget is public record and is available for review in its office. The Authority employs or supervises nine full-time administrative staff and ten full-time maintenance staff.

FY05 HIGHLIGHTS
The Needham Housing Authority is in its fourth year of a Management Agreement with the Wellesley Housing Authority and provides administrative staffing and maintenance oversight of Wellesley's state public housing under the direction of the Wellesley Housing Authority Board of Commissioners. The partnership continues to be beneficial to both agencies.

The Needham Housing Authority continues its commitment to residents by encouraging strong tenant representation and striving to improve communication between residents and staff. There are currently two active, elected tenant organizations that represent the community and advocate for residents.

The Care Connections program offered to residents of the Linden-Chambers senior housing development provides an on-site meal program and activities, overnight staff for urgent care, and free or low-cost homemaking and personal care services allowing seniors to safely remain living independently.

Preference for all programs is given to applicants who currently live, work, or attend school in Needham. Anyone interested in obtaining an application or additional information about the Needham Housing Authority is encouraged to stop by the office at 28 Captain Robert Cook Drive, to call (781) 444-3011, or email us at NeedhamHA@aol.com.

TRANSPORTATION COMMITTEE

Duncan Allen - chair
Richard Creem
Jane Howard
Linda Hoard - secretary
Stephen McKnight

The Needham Transportation Committee was established by the Town (By-laws Section 2.7.1) and has been charged with the responsibility for "continuing studies of the mass transportation needs of the Town, with particular emphasis upon commuter transportation". In addition to responding to requests from the Selectmen, it meets regularly to provide an opportunity for members of the community to bring their concerns before the Committee, and it has helped the Selectmen take the Town's concerns to the MBTA as needed.

The Committee's five members are appointed by the Board of Selectmen, the Planning Board, and the Town Moderator.

The Committee met on June 27 and October 24, 2005. At the time this report was prepared, a meeting was scheduled for December 12, 2005. The Committee discussed the concerns of members regarding quality of the commuter rail and bus service, and at its October meeting, decided to write to the MBTA regarding a problem with a light standard at Needham Center. At its December meeting, the Committee has planned a discussion of a proposed rerouting of bus route 59 to better serve the Riverside Community Care's Eliot House, which is relocating to 255 Highland Avenue.

PARK AND RECREATION COMMISSION

Philip V. Robey, Chairman
Richard B. Weitzen, Vice Chairman
Cynthia J. Chaston, Member
William R. Dermody, Member
Christopher R. Dollase, Member
Patricia M. Carey, Director

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public parkland and the Town Forest; and schedules recreation and athletic facilities.
- Manages Rosemary Pool and Lake as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support services for many community organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Park and Recreation Commission are elected to three-year terms. The Commission meets on the second and fourth Mondays of each month.

FY05 HIGHLIGHTS

The benefits of Park and Recreation services, in communities across the country, are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the Town to enhance the lives of all Needham residents.

Environmental Benefits

- Participated in enforcement of Town of Needham policy on Integrated Pest Management (IPM) with the Board of Health and assisted with enforcement of IPM Plan and Child Safety Act;
- Participated on Board of Health's Mosquito Advisory Committee;
- Through the Permanent Public Building Committee, assisted with the project to move clean fill from the High School renovation project to the Nike Site;
- Oversaw creation of retention basin in the Rosemary Pool parking lot to assist with storm water drainage after the renovations of Needham High School and the Needham Public Library;
- Participated in discussions on housing project adjacent to McCracken camp property;
- Studied the possibility of converting two multi-purpose athletic fields into synthetic turf fields and began process of hiring a consultant to assist with reconfiguration of DeFazio Park and Memorial Park fields to deal with overuse issues;
- With the DPW Parks Division and Health Department, studied the possible solutions to decreasing the Canada Geese population through humane methods.

Economic Benefits

- Commission waived Summer Program and Rosemary Pool fees of more than $23,000 for Needham individuals and families in need of assistance, to enable all to have access to recreation and leisure activities;
- Commission generated almost $279,000 in revenue that was deposited into the Town's General Fund;
- Commission conducted annual review of program fees, ensuring that all direct costs were covered by the fees paid by residents who participate in programs;
- Assisted with the creation of the Community Preservation Committee, approved by the voters in November, 2004;
- Provided a status report on recreation and leisure to the Community Preservation Committee;
- Women's Club donated full financial support for the summer Children's Theatre program;
- Needham Cultural Council, Louise Condon Realty, Needham Exchange Club, Dedham Savings Bank; RCN; TD BankNorth; Gilbane Corp.; Tom Nutile Band, and many Needham residents donated funds in support of the 2005 summer Arts in the Parks concert series;
- Participated in transition of the form of government to a Town Manager;
- Assisted with field maintenance projects financed through Field Maintenance Fee, from groups using town-owned athletic fields, allowing the DPW Parks and Forestry Division to reduce the damage to fields from overuse;
- Department offered programs through the use of a revolving fund fees, generating almost $150,000 in revenue for the cost of running those programs, and fee-based services.

Community Benefits

- Appointed by the Board of Selectmen, the Commission continued to serve as the Landfill Reuse Advisory Committee, completing a study on access to the site;
- Department continued to work with School Department on safe playgrounds, overseeing the installation of the new equipment at the Eliot School; and repairing multiple pieces of playground equipment at Newman School;
- Worked with Needham Exchange Club on improvements to DeFazio tot lot;
- Worked with Parent Talk and Cricket Field neighbors to plan new playground area;
- Installed new roof on Rosemary Pool Bathhouse through capital improvement program with Municipal Building Maintenance Department;
- Coordinated sandblasting of Rosemary Pool interior with assistance from Department of Public Works;
- Coordinated programming with newly created Needham Public School Community Education Department, to avoid duplication;
- Assisted with communication for Eat Well/Be Fit, Needham committee, including monthly newspaper articles, and creation of "Recipe of the Month" program;
- Held Field Scheduling Summits, for third year, with sport league officials regarding annual use of athletic fields and began long-term project on working with leagues to revise field scheduling policies to relieve overuse of fields and to benefit participants;
- Provided information to elementary school PTC's on issues related to youth sports and health of participants;
- Participated in re-accreditation process for the Stephen Palmer Senior Center;
- Celebrated the contributions of the DPW to Park and Recreation facilities and projects with "Touch the Trucks," an annual community event;
- Celebrated the holiday spirit with Delightful Doorways program, co-sponsored with Needham Women's Club;
- Assisted with 4th Annual David Retik Race, based at DeFazio Park, held in memory of a Needham resident who died on September 11th.

Personal Benefits

- Director was presenter at several local organizations, including the High School panel on Town Meeting and the Parent Talk panel on Eat Well, Be Fit issues for children;
- Assistant Director served as the Town's representative on the Needham Commission on Disabilities;
- Assistant Director oversaw enhanced summer staff training, with assistance of MBMB and DPW on safety issues;
- Participated in, for the second summer, national study and campaign, "Pool Cool," designed to teach staff and children about sun safety and the prevention of skin cancer;
- Assistant Director created programming collaborations with: Needham Historical Society "Historical Walks through Needham;" and Exxcel Gymnastics climbing and tumbling programs for young children;
- Increased participation in annual Fishing Derby through collaboration with Mass Division of Fishing and Wildlife Angler Education program;
- Increased participation in tennis with the addition of new lessons and clinics for youth and adults;
- Increased participation in annual Spooky Walk through collaboration with Needham Business Association;
- Director coordinated New England visit of four recreation and park professionals from Australia;
- Assistant Director oversaw development of new program offerings, including youth wrestling and Walktober walking program;
- Assistant Director worked with YMCA and Youth Commission on "Needham Unplugged", including one family night without homework, meetings or events;
- Director and/or Assistant Director attended workshops and seminars, including landfill reuse, playground safety and ADA requirements, the concerns related to overweight children and obesity; the study of youth sports, integrated pest management, customer service, the building of natural and artificial athletic fields, safe pool operations, creative programming, and training of staff;
- Director had article published in National Recreation and Park Association magazine describing Group Study Exchange Program that she coordinates for New England region;

- Director and Assistant Director presented a workshop at the Massachusetts Recreation and Park State Conference;
- Director continued to write monthly newsletter article for the Massachusetts Recreation and Park Association that provides information to elected and appointed board members on Park and Recreation boards.

TRAFFIC MANAGEMENT ADVISORY COMMITTEE

Jack Cogswell, Selectman
Rick Merson, DPW Director
Lt. John Kramer, Police Dept.
Meredith Page
Alex Zaleski
Kate Fitzpatrick, Town Manager
Tony Del Gaizo, Town Engineer
Ivan Sever, Committee Secretary
William Cross
Leigh Doukas, Chair

- Charter: In 2001, the Selectmen created a Traffic Management Advisory Committee initially including a selectman, four town officials, and four Needham residents. Its charge was to develop a town-wide traffic management plan to enhance traffic safety and efficiency, recommend improvements at problem locations, and help reduce traffic conflicts.

- Current Activities: The Committee meets monthly, generally on the 2nd Wednesday at the Newman School Media Center. Citizen requests to the Town for signs, cross walks, pavement markings, speed limits or any other type of traffic control device are referred to the committee for recommendation or disposition. The committee meets with the requester, discusses the issue and if warranted makes a recommendation to the Department of Public Works or the Selectmen. All decisions are based upon federal and state laws, professional standards, function and capacity of streets, cost effectiveness, and fairness in allocating traffic burdens and improvements. The Committee has no budget or staff. Committee volunteers perform all analyses and other activities in support of the Committee's activities

YOUTH COMMISSION

John Romeo, Chairperson
Connie Barr, Vice-Chairperson
Doug Levy
Cathy Lunetta
Jon Mattleman, Director
Peter McLaughlin
Vincent Springer
Tom Tannozzini
Debbie Winnick

PURPOSE

The mission of the Needham Youth Commission is to provide leadership and a community focus on youth and family issues and to promote community wellness by: Identifying and addressing youth and family needs; Advocating for youth and family interests; Partnering with other youth and family serving agencies; Developing and implementing quality programs and services; and Educating and communicating with the public regarding youth and family issues.

The Needham Youth Commission operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the Youth Commission's services are reaching more people and having a greater impact, it is clear that the need for such services far outweighs the department's resources; thus, many in Needham are not receiving support. The Youth Commission has worked diligently to construct meaningful services designed to meet the increasing and ever-changing needs of the Needham community.

FY05 ACCOMPLISHMENTS AND ACTVIITIES

Safe Surf: Internet Safety for Middle School Youth and their Parents: Funded by the Needham Education Foundation, this program provided students and parents with the knowledge to navigate the Internet with confidence. Through workshops and written materials, students and parents learned about appropriate ways to use the Internet. In FY05, 999 youth and parents participated in this program.

A Conversation...For Parents of Teens: Sponsored by the Needham Women's Club, this new program allowed a maximum of eight parents per session to focus on a specific youth-related topic such as alcohol/drugs, suicide/loss, stress, and depression. Over 30 parents participated in this pilot program, and the program is slated to expand to seven sessions in the coming year.

Website: Over the past year more than 50,000 "hits" were registered on the Youth Commission website. Residents learned about our services, registered for programs, read the Youth Commission's Annual Report, viewed pictures of the staff, and much more. Special thanks to the Information Technology Department for their support in establishing this vibrant website. Please visit the Youth Commission online at www.town.needham.ma.us/youth.

Individual/Family Counseling: The Masters level clinicians on staff are skilled at working with youth and families who are experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, and other mental health concerns. Who used these counseling services? They were neighbors, cousins, children, and friends; they were people with no health insurance or expired health insurance; they were people grappling with either a short or long-term problem; and mostly, they were people who had the hope and determination that life can bring greater satisfaction and reward. Perhaps the most frightening area of concern is that young people were encountering more complex issues at a younger age. It was not unusual to work with an elementary age youth coping with a significant loss, a middle school student coping with parental alcohol use, or a high school student with a serious drug problem. In the past year 609 hours of counseling were provided to Needham youth and their families.

Community Crisis: In November the Needham community grappled with the sudden loss of two young people, and the Youth Commission responded by outreaching to youth, parents, and families in a variety of ways -- from individual meetings, to group sessions, to the distribution of materials. Many staff hours were devoted to creating materials, staffing emergency drop-in centers, and meeting with local officials.

Counseling/Psycho-Education Groups: Group counseling/psycho-education was a practical and effective mode of treatment and allowed the staff the opportunity to interact with greater numbers of people over the past year. Group intervention offered a unique opportunity for young people to learn about issues which affect their peers and to receive feedback from their peers regarding issues such as: divorce, stress, self-esteem, abuse, depression, social skills, loss, drugs/alcohol, and violence/anger. Of special note in FY05 was the "Extreme Looks" program, a four-day mind/body/spirit group for girls. In FY05, 279 hours of group counseling/psycho-education services were provided.

Parents Please Talk With Your Mouth Full: "Parents" was a unique collaboration between the Youth Commission and Sweet Basil restaurant. During these one evening workshops parents enjoyed a terrific meal and had the opportunity to share, learn, laugh, and talk about the joys and challenges of parenting (prior to the workshop parents are assigned a book about parenting). The workshops were offered to parents of middle and high school age youth. In FY05, 38 parents participated in this program.

Active Parenting of Teens: This program was created to encourage parents to continue to develop their parenting skills. This 12-hour workshop has "graduated" over 450 parents since its inception in 1998. In addition to this workshop, follow-up Parent Dialogue Groups continued to meet to discuss issues related to raising healthy children and promoting wellness.

Substance Abuse Awareness Program: The Youth Commission continued to offer a structured 15-hour Substance Abuse Awareness Program (SAAP) for drug/alcohol-involved youth. This service provided an assessment of current substance use, intervention, education for youth and their families, and counseling services to support healthy lifestyles. All participants and their parents attended an Alcoholic Anonymous (AA) or Narcotics Anonymous (NA) meeting to assist in transmitting the message that drugs and alcohol can impact any person without regard to age, gender, or status.

PEEPS (***P***ositive ***E***ducation for ***E***xperiencing ***P***eer ***S***tress): PEEPS was an interactive workshop for 6th grade students that explored the issues of friendship and bullying. The goals of the workshop were to identify qualities students would like in a friend, understand that friends and friendships change, and to share experiences and hear feedback regarding how students would like to treat others and be treated in their peer relationships. Over the past

year 285 youth participated in this program.

Picture Perfect: Picture Perfect was a workshop for 8th graders that investigated the issue of how the media portrays gender roles and appearance, and explored how this can negatively impact how youth can feel about themselves. The goals of the workshop were to help students learn to identify gender role stereotypes, to understand how stereotypes are portrayed in the media, and to investigate how media messages impact them on a daily basis. In FY05, 285 youth participated in this program.

LINCS Program: The LINCS Program (**L**oss **IN**formation and **C**ommunity **S**upport) was designed in collaboration with the Needham Public Schools. LINCS' mission was to assist youth in addressing the frequently upsetting, overwhelming, and confusing issue of "loss." This included, for example, the death of a parent or grandparent, the separation/divorce of parents, the loss of a cherished pet or possession, or the break-up with a boyfriend/girlfriend. Loss is a topic youth will be dealing with more and more as they get older, and it is critical to understand the impact loss can have upon a young person's academic, physical, social, and emotional well-being. The LINCS program engaged 325 youth in FY05.

Teen Dating Violence Program: In conjunction with the Needham Domestic Violence Action Committee, the Youth Commission provided seminars on Teen Dating Violence for all 9th graders at Needham High School. The seminars were designed to teach the unique aspects of Teen Dating Violence, how to recognize the warning signs, and ways to access community supports. Over the past year, 325 youth were involved in this program.

RAY of Hope Program: RAY (**R**ecognize **A** **Y**outh) was established by the Needham Youth Commission in an effort to acknowledge the outstanding service and positive contributions that young people are making to the Needham community. Working in collaboration with the Needham Business Association, each month a young person was selected as the RAY of Hope recipient and was awarded a certificate from the Youth Commission and a check from a member of the Needham Business Association. The RAY of Hope program validated youth and recognized their role in making the Needham community a special place to live.

Employment and Volunteer Programs: The Employment Program consisted of two primary services: 1) Youth were linked with residents and provide around-the-home support in the form of babysitting, yard-work, and snow removal; and 2) Youth investigated employment opportunities in local businesses such as offices and restaurants. Additionally, the Volunteer Resource Directory was created to inform youth of area volunteer opportunities. In FY05 these programs fielded 360 inquiries.

Books and Bridges - The Parent/Child Book Club: Using literature as a bridge between generations, this program consisted of an interactive two-session program for mothers and daughters, fathers and sons, and parent and sons, and parent and daughters to explore issues of mutual interest and concern. In FY05, 56 youth and their parents participated in this program.

FLIX: Using Films to Explore Important Youth Issues: FLIX was an exciting program offering teens, pre-teens and parents the opportunity to watch a "teen-related" movie, discuss the messages in the movie, talk about the challenges of being a teen today, share free food, laugh, learn, and be with friends. We offered several sections of FLIX throughout the year for high school students, middle school students, and parents.

Needham Unplugged: Electronics are a wonderful part of life -- people learn, communicate, and access information from electric powered devices and watch TV or surf the Internet as a way to relax and to relieve the stress of daily life. Unfortunately being so "plugged in" can isolate people. Instead of interacting with family and friends, people all too often become passive voyeurs. Needham Unplugged was an awareness campaign to remind families and residents to "unplug their electronics" and "plug into" each other. "Unplugged" was a reminder that there is more to life than what is on the other side of a plug. A calendar for the month of March outlined activities that did NOT require electricity and emphasized person-to-person interaction and health. The centerpiece of this year's "unplugged" occurred on March 10th as it was a no-homework, no-sports, and no-meeting night for the Needham Public Schools, and there were no town meetings and virtually no civic, religious, or community meetings took place in Needham. This night of "nothing" was a welcome relief to youth, parents, adults, and families. Many area communities such as Newton and Belmont were impressed enough to replicate this program in their communities. Special thanks to partners at the Park and Recreation Department and the Charles River YMCA, Needham Board of

Selectmen, and to the Needham Public Schools for their support.

NOTE: In partnership with the Franklin W. Olin College of Engineering and the Needham Public Schools, NOTE (Needham Olin Technology Exchange) was a community collaboration that helped to close the "digital divide." This program encouraged Needham residents to donate old computers, Olin College students refurbished these, and the computers were then installed in Needham homes that previously had no computers.

Peer Tutor Program: The Youth Commission's Peer Tutor Program represented a progressive youth-to-youth collaboration. This program matched high school students with middle and elementary school students in need of academic or organizational/study skills assistance. The Youth Commission's role consisted of outreach to potential participants, training of high school volunteers, monitoring weekly tutoring sessions, providing support if problems occur, and facilitating communication between volunteers and participant families. Over the past year, Peer Tutor Program volunteers provided 1,335 hours of support to younger students.

SADD *(Students Against Destructive Decisions):* SADD's mission was to support students in providing the school and community with information, facts, and food for thought on topics of concern to young people. The new, expanded philosophy embraced the notion that each individual benefits from making informed choices about his or her behavior and beliefs. This past year, SADD provided a variety of awareness campaigns to the students at Needham High School on topics such as drinking and driving, teen dating violence, and stress.

Project VAN *(Volunteers Around Needham):* VAN offered youth ages 13 to 17 the opportunity to work as part of a team providing valuable community service to non-profit organizations in Needham. Sites included Charles River ARC, Needham Park and Recreation Department, Needham Community Council, Needham Public Library, Needham Council on Aging, and Wingate at Needham. Project VAN is generously supported by the Needham Community Council. VAN participants provided more than 400 person hours of free volunteers services over the past summer.

Diversion/Restitution Program: In conjunction with the Needham Police Department and the Dedham District Court, the Youth Commission continued to offer youth who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action and/or fines. The Youth Commission's role was to work with offenders and their families to identify the motivations for their behavior, to provide support as required, and to oversee the placement and completion of community service. In the past year, participating youth completed assignments at the following sites: Needham Public Library, Needham Police Department, Needham Fire Department, and Needham Council on Aging. In FY05, the Youth Commission supervised over 100 hours of community service to the Town of Needham.

Graduate/Undergraduate Internship Program: In FY05, the Youth Commission welcomed a clinical intern from Boston University's Graduate School of Social Work to provide individual, family, and group counseling services as well as extensive work on the Peer Tutor Program. Over the course of the academic year, this intern provided over 600 hours of free service to the Needham community

Seminars/Workshops /Presentations: The Youth Commission designed and facilitated numerous trainings in the past year including a training for new Needham Public School Staff, Babysitter Training Seminars, presentations at the schools and in the community and many others. In FY05 the Youth Commission worked with a total of 2633 youth, parents, and professionals in seminars and/or workshops.

E-Mail Sign Up: In an effort to inform youth and families of the services of the Needham Youth Commission, e-mail addresses from residents were accepted and information was sent regarding programs. By the end of FY04 hundreds had registered for this free service. To register, residents may send an e-mail complete with their name and years of birth of their children to: Needhamyouthcommission@town.needham.ma.us.

Partnerships: The Youth Commission devoted considerable time working with the larger community and over the past year collaborated with groups such as:

- Needham Domestic Violence Action Committee (DVAC)
- YMCA -- Charles River Branch
- Needham Business Association

- Needham Community Wellness Collaborative
- Needham Clergy Association
- Needham Public Library
- Needham Council on Aging
- Needham Park and Recreation
- Riverside Community Care
- Regional Center for Healthy Communities
- Needham Community Council
- Needham Education Foundation
- Needham After Dark
- Needham Public Schools
- Community Health Network Area
- Olin College
- Avery Crossing

The Youth Commission received grants and/or donations from the following organizations: Needham Community Council, Tolman Trust Fund; Rotary Club of Needham, BankNorth, Needham Women's Club, local businesses, private citizens, and many others.

Publications: The Youth Commission created and/or distributed the following original publications in FY05 (many of the below are available online at http://www.town.needham.ma.us/youth/YCpublications.htm):

- Needham Youth Card
- KIDS Survival Guide
- Parent Guide to Teen Parties
- Ask the Youth Commission
- Youth Source
- Parenting Literature
- Making the Middle School Years Work
- Networks Book
- Safe Surf: Internet Safety for Middle School Youth and their Parents

OTHER

METROPOLITAN AREA PLANNING COUNCIL

Marc D. Draisen, Executive Director

The Metropolitan Area Planning Council (MAPC) is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments. More information about MAPC is available at www.mapc.org.

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and 3 City of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

MetroFuture -- Making a Greater Boston Region: State law requires that MAPC prepare, from time to time, a comprehensive regional plan. This planning process is now underway and is called the *MetroFuture* initiative. It started by asking the people of Greater Boston about their aspirations for the future of the region, and continues with a comparison between those visions and the future that will arise if our current trends continue unchanged. We are finding both exciting prospects and interesting challenges lie ahead if we continue our current pattern of growth and development. Here are just a few of the results, out to the year 2030:

- **Population will grow slowly, while the number of households will grow more quickly.** By 2030, the region's population will have increased by 10%, approximately a third as fast as the projected U.S. population growth (29%). The number of households is projected to increase by 19% for that same time period, at a greater rate than the population, due to a continued decline in household size.
- **Consumption of land continues apace.** Fifteen percent of land that was open in 2000 will be developed by 2030.
- **An older population will demand more homes and health care.** There will be declines in all age groups under 55 and substantial increases in empty-nesters and elders, creating demand for different housing and contributing to an expected near-tripling of health care costs from 2000 to 2030.
- **Water in short supply outside the MWRA.** Communities with public water systems not connected to the MWRA system will face serious water constraints by 2030; approximately half will exceed their permitted withdrawal rates.

These are among the results that will serve as a starting point for discussions across the region about alternative paths the region could take, beginning with a series of briefings early in 2006. Visit www.MetroFuture.org to learn more about the project, and contact MetroFuture@mapc.org to learn about how to host a briefing about the region's future.

Municipal Planning: MAPC continues to assist municipalities in implementing Smart Growth Principles through local zoning changes. Under the Vision 2020 program, MAPC provided zoning analyses or draft bylaws to the towns of Duxbury, Stoughton and Hanover. Through FY05 funding from Smart Growth Technical Assistance Grants, MAPC assisted Topsfield in developing a Low Impact Development storm-water and erosion control bylaw. Under funding secured through the Priority Development Fund, MAPC is developing mixed use or multi-family bylaws for the towns of Bedford, Stow, Millis, Southborough and Stoughton. Just recently, MAPC received notice of approval of its application for Smart Growth Technical Assistance funds to assist the towns of Hopkinton, Ashland and Southborough in examining alternative futures for the 900 acre Weston Nurseries property. MAPC also continues to provide information to municipalities regarding the Smart Growth Overlay Districts enabled under Chapter 40R.

Metro Mayors Coalition: MAPC works with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, regional public safety, and municipal public finance. Through this work, MAPC staffed the statewide Municipal Finance Task Force which reached consensus on a variety of public policy changes to reinvigorate the partnership between local and state government. We also formulated an $11 million grant program to fund inter-local and multi-disciplinary approaches to stemming the tide of youth violence, drug use, and gang activities in the region. This program became law late in 2005.

The Metro Data Center: an official US Census affiliate, provides in-depth analysis of trends in the region and conducts research on emerging issues that will strengthen the Council's ability to plan for the future. The Center works to increase public understanding of and access to demographic, social, economic and land use data and trends that affect the Boston metropolitan area. The Center also releases regular publications to maintain a general awareness about how growth continues to impact communities. The Center provides current accurate data to legislators, municipalities, public and private agencies, and the general public about growth trends in the communities and subregions of the greater Boston area.

Transportation planning: MAPC staff played an active role in helping to revise the MassHighway Design Manual, now known as the Project Development and Design Guidebook. As vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the annual Transportation Improvement Program, including transportation

spending priorities for the region. We also developed population and employment projections to the year 2030, to be used in scenario modeling in the new Regional Transportation Plan and MetroFuture (see above) in 2006.

Legislative Advocacy: The Legislative Committee has worked to promote legislation that is of regional interest and is informed by smart growth principles. To view the list of principals, visit:
www.mapc.org/regional_planning/MAPC_Smart_Growth.html.

At the beginning of the legislative session the Committee recommended for endorsement a full legislative agenda, which was subsequently endorsed by MAPC's Executive Committee. Among many items, the priorities include reform of the state's surplus land disposition policy; recapitalization of the brownfields redevelopment fund; reform of the state's antiquated zoning laws; and repeat offender legislation. Contact Legislative Director Joel Barrera at jbarrera@mapc.org to learn more about the committee's priorities and how your community can get involved in regional advocacy efforts.

Metropolitan Highway System Advisory Board: MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority. In 2005, the Board reviewed a number of Requests for Proposals and development proposals for various parcels along the Central Artery surface.

Regional Services Consortiums: The Regional Consortiums Project collectively procured more than $3,000,000 in office supplies for 32 municipalities, and highway maintenance services valued at $16,000,000 for South Shore and MetroWest cities and towns. The project also facilitates collegial forums among members' chief administrative officers that focus on collective problem solving and resource sharing. MAPC, in partnership, with the Greater Boston Police Council, assists over 300 units of local government in procuring police, public works and general use vehicles, along with various public safety supplies.

Public Safety and Homeland Security: MAPC provides planning and fiduciary services to the Northeast Homeland Security Regional Advisory Council (NERAC), the Northeastern Law Enforcement Council (NEMLEC) and the Metropolitan Law Enforcement Council (METROLEC). Activities include procurement, research, and planning to enhance the delivery of public safety services and to ensure the region is prepared for either a terrorist attack or natural disaster.

Hazard Mitigation: *Pre-Disaster Mitigation* (PDM) plans help communities prepare for natural disasters such as floods, winter storms, wind, and geologic hazards. In 2005, MAPC completed PDM plans for 10 communities on the North Shore and 10 communities on the South Shore. MAPC is also developing PDM plans for 9 Inner Core communities, including Boston and neighboring communities, which will be completed in 2006. FEMA has awarded a grant to MAPC to develop PDM plans in 28 towns in the MAGIC, MetroWest, and North Suburban subregions, beginning in 2006.

495/MetroWest Water Resources Strategy: Working with the 495/MetroWest Corridor Partnership, MAPC completed three major components of a comprehensive water strategy for the corridor:

- The *Massachusetts Low Impact Development Toolkit,* available at http://www.mapc.org/lid.html, was published and two regional workshops were held to present the toolkit to the public. The toolkit recently received the 2005 Outstanding Planning Project Award from the Massachusetts Chapter of the American Planning Association;
- *Once Is Not Enough, a* guide to water reuse in Massachusetts, was published. It is available at http://www.mapc.org/regional_planning/waterreuse.html; and
- Two regional contracts for Leak Detection Services were developed for both the 495/MetroWest communities, as well as all the entire MAPC region. Learn more about leak detection services that are available to cities and towns in MAPC's January edition of the *Regional Record,* our electronic newsletter, located at www.mapc.org.

Comprehensive Economic Development Strategy: Every five years, the Metropolitan Area Planning Council is responsible for developing a Comprehensive Economic Development Strategy (CEDS) in partnership with the Economic Development Administration. The 2005 CEDS, *Insuring Greater Boston's Prosperity,* contains an

analysis of economic trends and conditions and highlights five challenges to economic well-being. It sets a context for inviting regional participation that moves toward a regional response to the challenges. The report is included in the January edition of MAPC's *Regional Record,* available at www.mapc.org.

Wind Power: Using a grant from the Massachusetts Technology Collaborative, MAPC recently completed a project to help ten North Shore coastal communities understand opportunities and obstacles to siting land-based wind turbines on municipally-controlled properties. The project helped the communities to identify regulatory barriers to wind, and the environmental and financial impacts of a wind project. Area residents took part in a web-based energy survey and each community received wind information and siting maps. MAPC hosted two wind educational forums as part of the project, helped the city of Lynn to draft a wind turbine siting ordinance and facilitated the creation of Alternative Energy Committees in Gloucester, Swampscott and Rockport to advance the siting of wind turbines in their communities. Information about the North Shore Wind Project is also included in the January *Regional Record* at www.mapc.org.

MEPA Project Reviews: MAPC reviews projects under the Massachusetts Environmental Policy Act (MEPA) and submits comments on projects with significant regional impacts. In 2005, MAPC reviewed 166 MEPA filings (Environmental Notification Forms, Environmental Impact Reports, and Notices of Project Change), and submitted comments to EOEA on 58 of these. One of the most significant reviews of the year was a "Peer Review" conducted by MAPC and the Old Colony Planning Council on the proposed *Village Center Plan* for the former South Weymouth Naval Air Station. To view comments, visit:

www.mapc.org/whats_new/SWNAS/SWNAS_Summary_Document.pdf.

TRIC Communities

In 2005, the Three Rivers Interlocal Council (TRIC), one of the eight subregions of MAPC, met on a monthly basis to discuss issues of mutual interest from community development planning to transportation issues. TRIC is comprised of the communities of Canton, Dedham, Dover, Foxborough, Medfield, Milton, Needham, Norwood, Sharon, Stoughton, Walpole, and Westwood.

During the year, TRIC heard presentations regarding and provided input to MAPC's actions relating to the following regional transportation issues: Transportation Improvement Program, and the 2005 Unified Planning Work Program. TRIC participated on the Regional Transportation Advisory Committee (RTAC). TRIC developed a set of subregional legislative priority issues to help guide MAPC's priorities, and for use in a TRIC Legislative Forum meeting between municipal officials and state senators and representatives. The subregion was briefed periodically on the MetroFuture project, the on-going review of the subregions that is taking place in conjunction with the MAPC strategic planning process, and other activities of MAPC.

MAPC assisted the Town of Stoughton with writing a Mixed Use Overlay District By-Law for Stoughton Center. MAPC also assisted the communities of Milton and Randolph by writing their Pre-Disaster Mitigation Plans, funded by MEMA & FEMA. As a follow-up to Executive Order 418, MAPC presented information on three state initiatives; the Commonwealth Capital Fund, the Priority Development Fund and the 40R Smart Growth Zoning initiative. MAPC has also continued assisting several TRIC communities with the Commonwealth Capital Fund applications.

NORFOLK COUNTY COMMISSIONERS

Peter H. Collins, Chairman, of Milton
John M. Gillis of Quincy
Francis W. O'Brien of Dedham

To the Citizens of Norfolk County:

As Norfolk County Commissioners, we consider it our great privilege to continue serving our constituents. We focused our attention on opportunities to improve our courthouses, while monitoring enhancements being made to other county facilities as well. Highlights are featured below:

- Registry of Deeds - a well-designed Customer Service Center emerged. Real estate closing areas were expanded. The website was re-designed. Expansion of available services and records online continued. Computer systems in all areas were upgraded.
- Norfolk County Agricultural High School – the Mass Insight Education & Research Institute named the school a "2005 Vanguard Model School". NCAHS students continued to achieve high MCAS scores. An $80,000 Perkins grant allowed enhancements to curriculum and equipment.
- Wollaston Recreational Facility - Over 30,000 rounds of golf were played at Presidents Golf Course. Major bunker renovations were completed, improving the design of the course on two signature holes. The Norfolk County Classic was, as always, a memorable golf event.
- County Engineering Services – Permanent monuments were set throughout the County allowing towns and cities to use data to build up their GIS database. Traffic engineering solutions were offered to various towns via services of the county's consultant. These valuable engineering services were rendered cost-free to Norfolk County communities.
- Courthouses – New windows, new roof, new ventilation and heating systems were installed at Stoughton courthouse. A new fire detection system and elevator upgrades were put in at Quincy courthouse. A new septic system, new elevator and electrical upgrade were installed at Wrentham courthouse.
- Norfolk County Sheriff's Office – Continued its fine efforts in safety and crime prevention education for youth and senior citizens. The Sheriff's Office announced its re-accreditation by the nation's two leading compliance agencies and also launched a statewide search and rescue program and a major re-entry initiative targeting repeat offenders. Also, a perfect score was received on an audit of a $525,000 federal Homeland Security grant.
- Norfolk County RSVP – 47 volunteers in the Reading Program worked with Dedham, Franklin, Millis, Milton, Sharon, Quincy, Walpole and Weymouth elementary public schools to read to groups or tutor one-on-one. 20 tutors worked with 25 children in grades 1-5 at local libraries in Dedham and Weymouth to help students maintain their reading level during school vacation. In conjunction with the Norfolk County Sheriff's Dept., the Jail Mentoring Program for pre-release inmates offered assistance in areas of employment, education, conflict resolution and life skills.
- Municipal Regional Services – Award of a $200,000 grant from the US EPA allowed a pilot Brownfields Assessment Program to be launched in the Towns of Franklin and Wrentham to assess sites that might be contaminated with petroleum. The County continued to partner with Western Norfolk County, and I-495/95 South Regional Technology Economic Target Area to identify issues of shared interest and facilitate potential collaboration. Route 128/ABC coalition to ensure that the Add-A-Lane transportation Project and the I95/Route 128 Interchange are completed in a timely & efficient manner.
- The County's updated computer system continued to produce data useful for financial projections. At the suggestion of the Norfolk County Advisory Board, a Capital Expenditure Committee was formed to assist in short-term and long-term capital planning.

We convey our thanks to our legislators for their support and also thank municipal officials, the Norfolk County Advisory Board, and our department heads and employees for their continued hard work and support.

NORFOLK COUNTY REGISTRY OF DEEDS

William P. O'Donnell, Register

The Registry of Deeds is the principal office for real property records in Norfolk County. The Registry receives and records hundreds of thousands of documents each year, and is a basic resource for real estate professionals, municipalities, homeowners, and others with a need for land record information.

The Registry of Deeds has been a vital component of Norfolk County government since 1793, the year Norfolk County was created by an Act of the Legislature signed into law by Governor John Hancock. We strive to provide a high level of service to county residents.

Registry operations are effectively self-supporting, and generate significant surplus revenues. These revenues help support other government operations and contribute to the State's General Fund. In addition to direct disbursements to the General Fund, Registry revenues help pay for county and state public safety and corrections costs, and fund

the Massachusetts Community Preservation Act Trust. The Community Preservation Trust provides matching funds to local revenues for conservation, open space, historic preservation, and affordable housing.

In FY05, over 214,000 documents were received for recording. This was down from 320,000 in FY04. The decline in the number of documents filed in FY05 was related to decreased mortgage refinancing activity, as interest rates moved away from historic lows. Although less than FY04, the year was still was one of the busiest in the Registry's history. By comparison, in FY01, the Registry recorded 185,000 documents.

Total Registry revenues for the year were $57.8 million, down from $61.7 million in FY04. As a percentage, revenues declined less than document filings. The reason for this was an increase in receipts from the deeds excise (a tax paid by sellers of real property) to a record $34.8 million.

Improved technology and customer service have been a focus for the Registry of Deeds during the past three years. We have added a Customer Service Center, expanded real estate closing areas, redesigned the Registry's website, and upgraded computer systems in all areas, including document processing, records management, and public research access.

Internet-accessible research, at www.norfolkdeeds.org, offers significant benefits, reducing the need for travel to the Registry and allowing research outside of regular business hours. We are continuing to expand the available services and records online.

In over two hundred years of continuous operation, the Registry has gone from the days of scriveners with quill pens to the era of computers and advanced document imaging. However, in all that time our objectives have remained the same: security, accuracy, and accessibility for our communities' land records, and reliable service to the residents of Norfolk County.

As always, we welcome comments and suggestions. Please visit the Registry of Deeds, or contact us by telephone, fax, mail, or email.

The Norfolk County Registry of Deeds is located at 649 High Street in Dedham, Massachusetts. The Registry building is across the street from the Norfolk County Superior Court. Norfolk County Registry of Deeds, 649 High Street, Dedham, MA 02026-1831 Telephone: 781-461-6101 Fax: 781-326-4246

NORFOLK COUNTY MOSQUITO CONTROL

John J. Smith, Director

The operational program of the Project integrates all proven technologies into an Integrated Pest Management (IPM) system of mosquito control and vector management that is rational, environmentally sensitive and cost effective.

All mosquito eggs need water to hatch and to sustain larval growth.

Water Management Activities: An important component of our IPM approach is the management of shallow, standing, stagnant water; and the maintenance of existing flow systems which, if neglected, can contribute to mosquito breeding. In addition to normal drainage system maintenance. Project personnel advised residents on removal of water holding artificial containers on their property for the purpose of eliminating potential West Nile virus mosquito breeding habitat.

Drainage ditches checked/cleaned	10,000 feet
Culverts checked/cleaned	101 culverts

Larval Control: Treatment of mosquito larvae during aquatic development is the next most effective control effort. The products used during these applications were Bti and Methoprene.

Spring aerial larvicide applications	245 acres

Larval control using briquette & granular applications	3.4 acres
Rain Basin treatments using briquettes (West Nile Virus control)	4,343 basins

Adult Control: The suppression of flying adult mosquitoes becomes necessary when they are numerous, annoying, and/or threaten public health. The product used during these applications was Sumithrin.

Adult control aerosol applications from trucks	4,213 acres

Surveillance: Surveys, inspections, and monitoring in support of our program include GIS mapping of breeding areas, larval and adult collections, and fieldwork evaluations leading to better water management. West Nile virus and Eastern Equine Encephalitis have been active in Norfolk County over the past several years that has resulted in an expansion of the surveillance program in collaboration with the Massachusetts Department of Public Health (MDPH), State Laboratory Institute. MDPH has requested that the Norfolk County Mosquito Control Project expand mosquito surveillance across the county for the purpose of detecting viruses in collected mosquitoes as an early warning system for the residents of the county. Considerable manpower has been reallocated to these efforts, which is not reflected in this report.

FUTURE SCHOOL NEEDS COMMITTEE
ENROLLMENT PROJECTIONS

YEAR		1999/2000			00/01	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10
BIRTHS*		368			386	350	340	372	315	352	352	352	352	352
SCHOOL YEAR		2005/2006		PROJ -	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16
	GRADE	PROJECTE	ACTUA	ACTUAL										
	K	405	414	(9)	447	400	393	428	362	405	405	405	405	405
	1	449	429	20	423	457	409	402	437	370	414	414	414	414
	2	406	406	0	433	427	461	412	405	441	373	417	417	417
	3	414	409	5	416	443	437	472	422	415	452	382	427	427
	4	373	367	6	411	418	446	440	475	424	417	455	384	429
	5	361	365	(4)	367	411	418	446	440	475	424	417	455	384
	6	372	373	(1)	371	373	418	425	453	447	483	431	424	463
	7	356	343	13	368	366	368	412	419	447	441	476	425	418
	8	373	374	(1)	341	366	364	366	410	417	445	439	474	423
	9	350	345	5	389	354	380	378	380	426	433	462	456	493
	10	371	374	(3)	340	384	349	375	373	375	420	427	455	450
	11	348	351	(3)	367	333	376	342	367	366	367	412	418	446
	12	337	329	8	340	356	323	365	332	356	355	356	400	405
	TOTAL	4,915	4,879	36	5,013	5,088	5,142	5,263	5,275	5,364	5,429	5,493	5,554	5,574
	K-5	2,408	2,390	18	2,497	2,556	2,564	2,600	2,541	2,530	2,485	2,490	2,502	2,476
	6-8	1,101	1,090	11	1,080	1,105	1,150	1,203	1,282	1,311	1,369	1,346	1,323	1,304
	9-12	1,406	1,399	7	1,436	1,427	1,428	1,460	1,452	1,523	1,575	1,657	1,729	1,794
		4,915	4,879	36	5,013	5,088	5,142	5,263	5,275	5,364	5,429	5,493	5,554	5,574

* REFLECTS JULY 1 TO JUNE 30 BIRTHS

Actual figures shaded
K adjusted for METCO
Constant births after FY05 based on 5 year average FY 01-05

TOWN OFFICIALS

(* = partial year)

ELECTED

Assessors
Thomas J. Mulhern
John J. Ryan
James M. Zeiger

Board of Health
Edward V. Cosgrove
Denise C. Garlick
Alan K. Stern

Commissioners of Trust Funds
Patrick C. Forde *
Robert D. Hall, Jr.
Ford H. Peckham
William J. Supple (appointed to fill vacancy 3/29/05)

Constables
Paul F. Hunt
Charles G. Wright

Housing Authority
Peter J. Fugere (4/12/05)
Richard W. Gatto
Cheryl Gosmon
Christine H. Miara *
Sharon O'Brien
Gerald O'Keefe (State Appointee)

Moderator
Michael K. Fee

Park and Recreation Commission
Cynthia J. Chaston
William R. Dermody
Christopher Dollase
Philip V. Robey
Richard B. Weitzen

Planning Board
Devra G. Bailin
Bruce T. Eisenhut
Maurice P. Handel
Paul Killeen
Robert T. Smart, Jr.

School Committee
Marianne B. Cooley
Gary C. Crossen
Paul F. Denver
Donald B. Gratz
Michael Greis (4/12/05)
Louise Miller (4/12/05)
Karen N. Price *
Jeffrey J. Simmons
Susan Welby *

Selectmen
John A. Bulian
John H. Cogswell
James G. Healy
Daniel P. Matthews
Gerald A. Wasserman

Town Clerk
Theodora K. Eaton

Trustees of Memorial Park
John S. Gallello
Robert Casavant *
Dave DiCicco (appointed to fill vacancy 9/7/04)
Joseph J. McSweeney
Charles J. Mangine
Aaron Sockol

Trustees of Public Library
Lois C. Bacon
Thomas M. Harkins
Gail B. Hedges
Margaret Pantridge (appointed to fill vacancy 5/10/05)
Sally B. Powers
Emily M. Salaun *
Gregory John Shesko
Lois Sockol

APPOINTED BY THE BOARD OF SELECTMEN

Animal Control Officer
Harry Greenlaw

Assistant Town Administrator/Finance
David Davison

Assistant Town Adminstrator/Personnel
Russell J. Dean

Director of Emergency Management
Charles J. Rizzo

Director of MIS
Robert A. Burke

Director of Public Works
Richard P. Merson

District Director of Veterans' Services/Veterans' Burial Agent/Veterans' Graves Officer
John J. Logan, Jr.

Fire Chief / Superintendent of Fire Alarms/Forest Warden
Paul F. Buckley (12/21/04)
Robert A. DiPoli *

Inspector of Buildings
Daniel P. Walsh

Inspector of Plumbing and Gas
William Kinsman

Inspector of Wiring
Ernest J. Hohengasser

Police Chief / Keeper of the Lockup
Thomas J. Leary (11/11/04)
William G. Slowe *

Sealer of Weights ands Measures
John Horgan
Superintendent, Garage
Stephen J. Hawes
Superintendent, Highway
Rhainhardt Hoyland
Superintendent, Parks /Forestry Tree Warden
Lance Remsen
Superintendent, Water/Sewer
Robert. A Lewis
Town Administrator
Kate Fitzpatrick
Town Comptroller
Melissa Melnick
Town Council
David S. Tobin
Town Engineer
Anthony Del Gaizo
Treasurer and Tax Collector
Evelyn M. Poness
Ad Hoc Insurance Advisory Committee
Albert H. Shapiro
Richard Davis
Niels H. Fischer
Paul Winnick
David Davison (ex officio)
Board of Appeals
Michael A. Crowe, Chairman
Jon D. Schneider , Member
Jonathan D. Tamkin, Member
Gregory J. Condon, Associate
Howard S. Goldman, Associate
Cable Television / Advisory Committee
Jonathan D. Tamkin, Chairman
Siben Dasgupta
John Fountain
Michael Greis
Tanvir Khan
Walter F. McDonough
Michael J. Riley
Commission on Disabilities
Elaine Saunders, Co-chair
Jeanie Martin, Co-chair
Susan Crowell
Trudi Farnham
Karen Peirce
Susan Rains
Colin T. Wise (Dale)
Community Preservation Committee
John Comando
Roy A. Cramer
Bruce Eisenhut
Cheryl Gosmon
Mary Ellen Herd
Ronald R. Ruth
Paul Siegenthaler
Richard B. Weitzen
Cary Young
Conservation Commission
Roy Cramer, Chairman
Janet Bernardo
John Marr, Jr.
Marsha Salett
Carl Shapiro
Sharon Soltzberg
Lisa Standley
Council on Aging
Roma Jean Brown
Carol deLemos
Morrie Dettman
Jan Dorsey
Gertrude J. Farnham
Daniel Goldberg
Helen K. Hicks
Susanne Hughes
Vivian McIver
Andrea Rae
Derrek Shulman
Betsy Tedoldi
Mary Elizabeth Weadock
Cultural Council
Jean Cronin Connolly
Catherine Dowd
Andrew Drayer
Larissa Drayer
Marti Hayes
John A. Jensen
Claire Messing
Carolyn Spiros
Economic Development Advisory Committee
John Edgar, Chairman
John H. Cogswell
Louise Condon
William Dermody
Bernard Ford
Jeffrey M. Friedman
George Giunta
Maurice Handel
Mary Ellen Herd
Charles Hurwitch
Colleen Dennis Keating
Kathy Lewis
Lee Newman
Sean Sweeney
Mathew Talcoff
Sam Bass Warner
Gerald A. Wasserman
Field Study Committee
Patricia Carey
Dave DiCicco

Chris Dollase
James G. Healy
Bruce Herman
Harry Klein
John Palmer
Lance Remsen
Paul Stenberg

Golf Course Advisory Committee
Jonathan Bean
Roy Cramer
Jane Howard
Robert J. Moore, Jr.
John D. Marr, Jr.
Jon Schneider
Theodore Weiner

Historical Commission
Carol J. Boulris, Chairman
Norman A. Homsy
Elizabeth Rich
Sandra Tobin
Cary Young

Human Rights Committee
Michael Vaughn, Chairman
Robert Abbey
Christine Bezreh
Robert Downs
Rev. Carolyn B. Edge
Anna Kerr
Tanvir Khan
Thomas Lambert
A. Fay Remnitz
Gordon Riedell
Mark Smith
Paulina Teng
Sandra Walters
Debbie Watters

Needham Cable Television Development Corporation (NCTDC)
Robert Bertsche
Siben Dasgupta
John Fountain
Arnold M. Goldstein
Michael Greis
Tanvir Khan
Walter McDonough
Robert Stegman
Jonathan Tamkin

Needham Community Revitalization Fund Committee
Carol deLemos
Morris Dettman
Paul Good
Mary Ellen Herd
MaryRuth Perras
Gerald A. Wasserman
Lorraine Welsh

New England Business Center Economic Development Advisory Committee
George Berejik
John H. Cogswell
Jerry Derenzo
Michael Eisenstadt
Kenneth Epstein
Richard Epstein
Maurice Handel
Tony Hatoun
Carmelo Iriti
Colleen Dennis Keating
Helen Krawiecki
Melanie Prescott
Nina Prohodski
Jim Rosenfeld
Paul Salemi
Matt Talcoff
John Terrazzino
Sam Terrazzino

Registrars of Voters
John W. Day
Barbara B. Doyle
Mary J. McCarthy
Theodora K. Eaton (ex officio)

Solid Waste Disposal / Recycling Committee
Lee Fox
John H. Cogswell
William F. Connors
Jeffrey Heller
Keith Saxon
Rachel Spector
David R. Turgeon

Stephen Palmer Rent Review / Tenant Selection Committee
Robert T. Heald
William Okerman
Gary Petrini

Taxation Aid Committee
Elizabeth Handler
Patricia Harris
Thomas J. Mulhern
Helen Newton
Evelyn Poness

Technology Advisory Board
Peter M. Anderson
David Escalante
Michael Greis, CATV Rep.
Steven B. Handler
Carl Rubin
Robert Burke (ex officio)
Linda Conneely (ex officio)
David Davison (ex officio)
Ann Gulati (ex officio)

Joanne Kossuth, non-voting

Traffic Management Advisory Committee
John H. Cogswell
William A. Cross, Jr.
Anthony DelGaizo
Leigh Doukas
Kate Fitzpatrick
John Kraemer
Ivan Sever
Alexander Zaleski

Water and Sewer Rate Structure Committee
John H. Cogswell (ex officio)
John P. Cosgrove, Jr.
John D. Marr, Jr.
Nick Renzulli
John Tallarico

APPOINTED BY THE MODERATOR

Finance Committee
Stephen Jonas
Damon Borrelli
Laura Brooks
Richard Creem
Mark Fachetti
Jake Filoon
Jane Howard
John Regan
Theodore Weiner
Lita Young

Personnel Board
John Dennis
Patricia A. Forde
Joseph Herlihy
Vivian Hsu
Richard Lunetta

APPOINTED BY THE ELECTED AND APPOINTED BOARDS

Administrative Assessor
James C. Weidenfeller

Assistant Town Clerk
Helen Atkinson

Building Construction and Renovation Manager
Steven Popper

Director of Municipal Building Maintenance
Mark LaFleur

Director of Public Health
Janice Berns

Director of Youth Commission
Jon Mattleman

Environmental Health Agent
Tara Gurge

Executive Director, Council on Aging
Sharon Lally

Library Director
Ann MacFate

Planning Director
Lee Newman

Park and Recreation Director
Patricia M. Carey

Executive Director, Needham Housing Authority
Cynthia Howe

Superintendent of Schools
Stephen Theall

Contributory Retirement Board
(under vote of Town 11/3/36)
Evelyn M. Poness
Kate Fitzpatrick
Thomas A. Welch, II, by vote of employees and retirees
John P. Krawiecki, by vote of employees and retirees
Robert Mearls, by members of the Retirement Board

Design Review Board
Eugene R. Bolinger
Mark Gluesing
Jeffery M. Sakowitz
Fred Sklar
Stephen Tanner
Timothy Tierney

Future School Needs Committee
James Lamenzo, Chair
David P. Coelho
Marianne Cooley
Ann DerMarderosian
Lynn Gotwals
Marjorie Margolis
Mary Riddell
Roger Toran
Kate Wescott

Needham Domestic Violence Action Committee
Susan Abbott
Melissa Aponte
Janice Berns
Belinda Carroll
Lynda Coburn
Yael Cohn
Ellen Cooney
Bobbie Demers
Barbara Falla

Permanent Public Building Committee
John Connelly
Joseph Carroll
Theodore Crowell
John C. Halfrey

George Kent
Greg Petrini
Paul Salamone

Transportation Committee

Duncan Allen
Neil Alper
Richard Creem
Lida E. Harkins
Linda Hoard
Jane A. Howard

Youth Commission

Connie Barr
Doug Levy
Cathy Lunetta
Peter McLaughlin
John Romeo
Vincent Springer
Tom Tannozzini
Debbie Winnick

TOWN MEETING MEMBERS

AT LARGE 2006

Michael K. Fee	137 Fox Hill Road
Daniel P. Matthews	31 Rosemary Street
John H. Cogswell	1479 Great Plain Avenue
Gerald A. Wasserman	80 Rolling Lane
James G. Healy	767 South Street
Thomas J. Mulhern	18 LaSalle Road
Edward V. Cosgrove	17 Laurel Drive
Gregory John Shesko	70 May Street
Philip V. Robey	12 Fletcher Road
Robert T. Smart, Jr.	25 Mayo Avenue
Paul F. Denver	7 Beaufort Avenue
Ron Sockol	611 Greendale
Theodora K. Eaton	51 Bonwood Road
John A. Bulian	86 Peacedale Road

PRECINCT A

2006

Wanda Lempitski	23 River Park Street
Cheryl Gosmon	33 Capt. Robert Cook Drive
Rhonda K. Spector	79 Sunnyside Road
Leslie A. Kalish	386 Central Avenue
Karen R. Levine	317 Central Avenue
Mary E. Keane-Hazzard	198 Webster Street
Blanche D. Randall	62 Noanett Road
Walter D. Herrick	131 Pine Grove Street

2007

Alan J. Davidson	26 Elder Road
Richard D. Lempitski	23 River Park Street
George Tarallo	76 Ardmore Road
Louise P. Swanson	20 Lakin Street
Michael S. Turner	25 Hewitt Circle
Peter J. Fugere	40 Seabeds Way #25
Alan S. Fanger	46 Horace Street
Sydney Randall	62 Noanett Road

2008

John D. Genova	11 Jennifer Circle
Donald B. Gratz	330 Central Avenue
Richard S. Creem	12 Gary Road
Irwin Silverstein	44 Reservoir Avenue
Nina Silverstein	44Reservoir Avenue
Michael A. Cerundolo	58 Taylor Street
Martha Cohen Barrett	49 Lynn Road
Karen N. Price	386 Central Avenue

PRECINCT B

2006

John J. Frankenthaler	33 Brookside Road
Damon J. Borrelli	651 Central Avenue
Mindy A. Merow Rubin	27 Cynthia Road
Steven Rosenstock	44 Bess Road
Kevin T. Pendergast	24 Bess Road
Wilfred G. Corey	61 Rolling Lane
Thomas M. Jacob	67 Clarke Road
David C. Harris	94 Cynthia Road

2007

Michele K. Wolfman	31 Paine Road
David K. Mottola	854 Central Avenue
Richard B. Moody	22 Parish Road
George Baierlein	50 Nardone Road
Kim Marie Nicols	12 Crescent Road
Sandra E. Jaszek	18 Crescent Road
Brian M. Sosner	moved out of town

2008

George Giunta, Jr.	604 B Central Avenue
Scott McConchie	101 Hillside Avenue
Elizabeth Ann Mills	177 Jarvis Circle
Glenn S. Orenstein	131 Taylor Street
Deborah H. Anastas	165 Brookside Road
Sarah Ann Toran	945 Central Avenue
Meredith P. Page	19 Glendale Road

PRECINCT C

2006

Christopher Richard Dollase	31 Standish Road
Cynthia D. Loker	8 Bonwood Road

Ruth Z. Nadol	640 Charles River Street
John H. Haslip	43 Whitman Road
Susan A. Barber	74 Stockdale Road
Paul B. Tillotson	21 Howe Road
Russell S. Broad, Jr.	94 Mayflower Road
Steven C. Sharaf	93 Standish Road
2007	
Daniel L. Lintz	71 Fuller Brook Avenue
Charles J. McCann	43 North Hill Avenue
Eric D. Leskowitz	23 Tolman Street
James O. Fleckner	48 Fuller Brook Avenue
William H. Dugan, Jr.	29 Pine Street
Amy T. Goldman	15 Cedar Springs Lane
Carl J. Lueders	34 Whitman Road
Bruce S. Barnett	249 Marked Tree Road
2008	
Jan D. Campbell	461 Charles River Street
Mark J. Gluesing	48 Macintosh Avenue
Sandra Balzer Tobin	59 Winding River Road
Peter A. Alpert	108 Locust Lane
Paul S. Alpert	116 Pine Street
Claire Patricia Messing	1725 Great Plain Avenue
Adalaide C. Young	91 Brewster Drive
James D. Masterman	53 Canavan Circle

PRECINCT D

2006	
William A. Concannon	88 Deerfield Road
Kathryn B. Ballard	69 Country Way
Maura Brady Steeves	1361 South Street
David J. Sexton	233 Stratford Road
Aaron M. Pressman	1012 South Street
Cynthia Conturie	96 Robinwood Avenue
David R. Cox	92 Henderson Street
Margaret Leslie Pantridge	945 South Street
2007	
Jeffrey B. Megar	125 Sylvan Road
Thomas F. Soisson	128 Maple Street
William M. Powers	47 Scott Road
Kathleen M. Lewis	99 Linden Street
Roger B. Hunt	969 South Street
Lois C. Bacon	29 Harding Road
Antonio M. Manzon	53 Henderson Street
Bruce T. Eisenhut	106 Marked Tree Road
2008	
Sharon C. O'Brien	237 Linden Street
Alexander V. Zaleski	248 Marked Tree Road
Paul Killeen	66 Henderson Street
Ralph A. Toran	124 Marked Tree Road
Kathryn L. D'Addesio	110 Linden Street
Ann Dermarderosian	800 South Street
Christine H. Miara	36 Marked Tree Road
Michael London	77 Crestview Road

PRECINCT E

2006	
Lawrence R. Cummings	27 South Street
Michelle S. Ardini	86 Sutton Road
Jeffrey A. Kleiman	103 Lawton Road
Paul A. Siegenthaler	1049 Webster Street
Philip V. Robey	12 Fletcher Road
Martin L.B. Walter	271 Edgewater Drive
William J. Miles	96 Grant Street
Paul J. Durda	149 Laurel Drive
2007	
Carl M. Rubin	19 Churchill Lane
Jean C. Martin	139 Plymouth Road
Cynthia J. Chaston	119 Fox Hill Road
Linda J. Novak	20 Old Farm Road
Ford H. Peckham	26 Lawton Road
Maryruth Perras	42 Oakhurst Circle
Mark P. Fachetti	187 South Street
Jo Ann Miles	96 Grant Street
2008	
Roma Jean Brown	30 Edgewater Lane
Ann M. Cosgrove	17 Laurel Drive
Linda J. George	110 South Street
William J. Supple	75 Redington Road
Michael R. Tedoldi	264 Edgewater Drive
Jane A. Howard	119 Green Street
Theodore Weiner	88 Pleasant Street
Ronald W. Ruth	248 Warren Street

PRECINCT F

2006	
Bernard H. Ford	108 Garden Street
Gregory John Shesko	70 May Street
Jeffrey D. Heller	1092 Central Avenue
Vincent J. Fabiani	27 Lewis Street
Richard M. Freedberg	111 Meetinghouse Circle
Denise C. Garlick	22 Trout Pond Lane
William J. Okerman	100 Meetinghouse Circle
David Breitbart Frischling	60 Prospect Street
2007	
Jennifer S. Sexton	62 Newell Avenue
Carolyn R. McIver	70 Pickering Street
Edward G. Evantash	39 Prospect Street
Jeanne S. McKnight	210 May Street
Laura Terzian	100 Meetinghouse Circle
Stephen L. Dornbusch	51 Damon Road
Elizabeth B. Kloss	1200 Great Plain Avenue
Cathy M. Freedberg	111Meetinghouse Circle

Carl Goldstein	210 Parish Road
2008	
Richard W. Davis	233 Nehoiden Street
Gail E. Davis	233 Nehoiden Street
Deborah S. Winnick	12 Mallard Road
Gilbert W. Cox, Jr.	49 Colonial Road
John F. Milligan	25 Blacksmith Drive
James Hugh Powers	263 Nehoiden Street
Joan E. Adams	1206 Great Plain Avenue
Sarah P. McCormick	313 Nehoiden Street
William A. Zoppo	330 Nehoiden Street

PRECINCT G

2006	
Marcia B. Young	76 Stevens Road
Richard DeMeis	126 Powers Street
Paul H. Attridge	59 Powers Street
Thomas M. Harkins	24 May Street
William F. Connors	150 Melrose Avenue
Paul O'Connor	108 Wilshire Park
John W. Day	35 Morley Street
Michael J. Crawford	213 Warren Street
Michael J Hegarty	69 Wilshire Park
2007	
Robert T. Heald	86 Eaton Road
Edwin A. Murray, Jr.	156 Fair Oaks Park
Timothy P. Tierney	34 Bradford Street
Richard B. Weitzen	66 Eaton Road
John J. Romeo	22 Woodlawn Avenue
Gary C. Crossen	298 Manning Street
Maureen T. McCaffrey	285 Manning Street
2008	
Susan W. Abbott	60 Otis Street
Barbara K. Popper	31 Wilshire Park
Mary Ellen Herd	146 Warren Street #B
Susan Welby	857 Webster Street
Patricia B. Buckley	155 Fair Oaks Park
Caroline D. Murray	156 Fair Oaks Park
Kathleen O'Keeffe	49 Coolidge Avenue
Jill E. Owens	98 Wilshire Park

PRECINCT H

2006	
Lois F. Sockol	611 Greendale Avenue
Rosalie G. Fox	27 Richard Road
Jeffrey Kristeller	138 Elmwood Road
Michael A. Diener	30 Kenney Street
Peter Friedenberg	42 Douglas Road
Julia Satti Cosentino	265 Great Plain Avenue
Arthur P. Phillips	37 Appleton Road
Elizabeth P. Handler	317 Great Plain Avenue
2007	
Richard J. Savage Jr	15 Evans Road
John E. Comando	54 Norwich Road
Ronald L. Morrison	Deceased
Kevin J. Foley	818 Greendale Avenue
Ron Sockol	611 Greendale Avenue
Lee K. Fox	27 Richard Road
Julia Solomon Lipman	133 Dawson Drive
Daniel J. Kumin	50 Highgate Street
2008	
Peter J. Meade	1085 Greendale Avenue
Paul T. Milligan	45 Tudor Road
Marjorie M. Margolis	20 Mann Avenue
Robert Y. Larsen	150 Tudor Road
Jeffrey S. Shapiro	85 Fairfield Street
A. Marie Holland	19 Norwich Road
Nancy E. McCarthy	29 Sterling Road
Heinz R. Brinkhaus	10 Lancaster Road

PRECINCT I

2006	
Thomas M. Hession	211 Highgate Street
Harry F. Kearins	85 Morningside Road
Peter J. Pingitore	146 Hillcrest Road
Leslie Ann Renzulli	77 Edwardel Road
Nicholas S. Renzulli	77 Edwardel Road
June C. Seraydar	154 Hillcrest Road
Michael T. Vaughn	130 Lindbergh Avenue
Robert J. Rondini	41 Hawthorn Avenue
2007	
Susanne D. Hughes	6 Morningside Road
Steven M. Allison	26 Hazelton Avenue
Rachel Ann Weinstock	30 Homestead Park
Jill C. Kahn-Boesel	44 Brookline Street
David J. Escalante	103 Woodledge Road
Lorraine M. Murphy	59 Beaufort Avenue
John P. Connelly	41 LaSalle Road
Peter Stephen Connolly	104 Beaufort Avenue
2008	
Paul F. Denver	7 Beaufort Avenue
Michael R. Leonard	41 Colby Street
Maurice P. Handel	3 Rosemary Street
Kathleen D. Whitney	75 Kingsbury Street
Paul Robey III	38 Brookline Street
Maura O. Walsh	49 Colby Street
Richard W. Gatto	17 Rosemary Street
Thomas H Hannigan, Jr.	95 Falcon Street

PRECINCT J

2006

John Harrington	Resigned
Jane B. Murphy	760 Highland Avenue #17
Marcia C. Mather	179 Paul Revere Road
Caroline B. Edge	59 Alfreton Road
Margaret A. Tucker	419 Webster Street
Robert Scott Amsbary	19 Cimino Road
Bradley M. Christenson	27 Spring Road
Stuart B. Chandler	123 Paul Revere Road

2007

Donna M Mullin	131 Paul Revere Road
Emily M. Salaun	101 Tower Avenue
Mathew David Talcoff	18 Highview Street
Catherine J. Barker	13 West Street
Robert A. Downs	51 Virginia Road
Marjorie S. Cohen	136 Parker Road
Marianne B. Cooley	85 High Street
Paul G. Smith	201 Paul Revere Road

2008

Laura A. Brooks	9 Concord Street
William R. Dermody	12 Concord Street
Michael J. Greis	384 Webster Street
Barbara J. Downs	51 Virginia Road
John D. Marr, Jr.	70 Greendale Avenue
Leigh M. Doukas	51 Concord Street
Betsy M.. Tedoldi	68 High Street
Lynne D. Stern	117 Hoover Road

TOWN OF NEEDHAM RETIREE INFORMATION

RETIREMENT	DEPT	YEARS OF SERVICE	IN MEMORIAM	DEPT	YEARS OF SERVICE
Kenneth Ames	DPW	37.833	Helen Adams	TWN	15.083
Louise Barry	POL	11.833	Charlotte Carre	TWN	22.583
Robert Kevin Bolio	POL	33.917	Joseph Froia	DPW	34.000
Edward Callahan	POL	29.417	Gerda Grinnell	TWN	21.333
Diann Casey	SCH	17.000	Bessie Hanna	HOS	5.083
Paul Casey	MBM	29.000	June Hession	SCH	12.667
Robert DiPoli	FIR	34.000	Mathilda Hinden	HOS	20.000
Maureen Dort	SCH	10.500	Thomas Houlihan	MBM	23.083
Ronald Ghizzoni	POL	36.083	Janet Johnson	SCH	19.167
James Hopkins	POL	32.000	Raymond Kordas	TWN	12.833
Edwin MacKinnon	MBM	36.333	Mariette Lecomte	HOS	20.000
Delbert Miller	MBM	21.000	Helen MacKinnon	SCH	6.500
Albert Randall	HOS	17.167	Kenneth Minkle	FIR	31.333
Paul Schiavone	MBM	28.917	Bernice Tiberi	POL	25.000
William Slowe	POL	41.000	John Tucceri	DPW	14.083
Rosemarie Sullivan	SCH	27.750	Americo Volpe	MBM	7.333
James Timmins	DPW	3.833			
Joanne Veduccio	POL	10.167			
Mary Weibrecht	HOS	13.417			
James Weidenfeller	TWN	19.000			

APPENDICES

Town of Needham
General Fund
Balance Sheet
Year Ended June 30, 2005

	General
ASSETS	
Cash and short-term investments	$ 5,879,181
Investments	$ 12,225,067
Receivables:	
Property taxes	$ 1,840,294
Excises	$ 369,487
Departmental	$ 454,458
Intergovernmental	$ -
Betterments	$ 49,605
Other	$ 150,619
Other assets	$ 54,650
Total Assets	**$ 21,023,361**
LIABILITIES	
Warrants and accounts payable	$ 2,315,020
Deferred revenue	$ 2,744,582
Accrued liabilities	$ 783,604
Retainage payable	$ -
Tax refunds payable	$ 490,111
Anticipation notes payable	$ -
Other liabilities	$ 1,671,525
Total Liabilities	**$ 8,004,842**
FUND BALANCES	
Reserved for encumbrances	$ 894,511
Reserved for debt service	$ 1,298,981
Reserved for expenditures	$ 4,540,268
Unreserved:	
Undesignated	$ 6,284,759
Total Fund Balance	**$ 13,018,519**
Total Liabilities and Fund Balance	**$ 21,023,361**

Town of Needham
Enterprise Funds
Statement of Net Assets
Year Ended June 30, 2005

	RTS	Sewer	Water
ASSETS			
Current Assets:			
Cash and investments	$ 1,056,970	$ 1,762,075	$ 1,089,267
Receivables:			
Fees and Charges	$ 172,215	$ 1,927,431	$ 1,333,868
Total current assets	$ 1,229,185	$ 3,689,506	$ 2,423,135
Noncurrent Assets:			
Land and construction in progress	$ 4,899,516	$ 945,958	$ 189,547
Other capital assets, net of acculated drepreciation	$ 1,937,768	$ 12,191,387	$ 25,084,377
Total noncurrent assets	$ 6,837,284	$ 13,137,345	$ 25,273,924
Total Assets	**$ 8,066,469**	**$ 16,826,851**	**$ 27,697,059**
LIABILITIES			
Current Liabilities:			
Accounts payable	$ 137,866	$ 36,089	$ 138,133
Accrued payroll	$ 17,495	$ 18,376	$ 24,076
Accrued interest	$ -	$ 11,414	$ 23,651
Notes payable	$ 193,000		$ 46,500
Other liabilities	$ 9,855		$ 1,027
Current portion of long-term liabilities:			
Bonds payable	$ 203,000	$ 1,119,271	$ 965,730
Compensated absences	$ 6,329	$ 17,494	$ -
Total current liabilities	$ 567,545	$ 1,202,644	$ 1,199,117
Noncurrent Liabilities			
Bonds payable, net of current portion	$ 108,000	$ 3,888,518	$ 4,879,384
Total Liabilities	**$ 675,545**	**$ 5,091,162**	**$ 6,078,501**
NET ASSETS			
Invested in capital assets, net of related debt	$ 6,744,954	$ 8,362,133	$ 19,643,566
Unrestricted	$ 645,970	$ 3,373,556	$ 1,974,992
Total Net Assets	**$ 7,390,924**	**$ 11,735,689**	**$ 21,618,558**

Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
	Townwide Expense	$16,744,369	$3,588,280	($913,325)	$19,419,324	$18,651,543	$30,600	$18,682,143	$737,181
	General Government	$2,751,138	$21,000	$49,150	$2,821,288	$2,573,059	$106,826	$2,679,885	$141,403
	Education	$35,016,285			$35,016,285	$34,361,801	$385,733	$34,747,534	$268,751
	Public Safety	$9,759,195		$26,137	$9,785,332	$9,374,399	$40,768	$9,415,167	$370,165
	Public Works	$4,174,455	$71,275	$756,538	$5,002,268	$4,868,766	$197,726	$5,066,492	($64,224)
	Public Facilities	$4,690,627	$288,000	$63,300	$5,041,927	$4,879,856	$92,418	$4,972,274	$69,653
	Human Services	$872,601		$12,000	$884,601	$839,520	$237	$839,757	$44,844
	Development and Land Use	$187,601		$6,200	$193,801	$174,063	$7,575	$181,638	$12,163
	Cultural and Leisure	$1,467,281			$1,467,281	$1,439,224	$1,587	$1,440,811	$26,470
	TOTAL	**$75,663,552**	**$3,968,555**		**$79,632,107**	**$77,162,231**	**$863,470**	**$78,025,701**	**$1,606,406**
	Townwide Expenses								
1	Retirement Noncontributory	$134,000			$134,000	$128,893		$128,893	$5,107
2	Retirement Contributory System	$3,525,000			$3,525,000	$3,451,812		$3,451,812	$73,188
3	Glover Hospital								
4	Health Insurance	$8,725,700	($500,000)		$8,225,700	$7,688,906	$14,000	$7,702,906	$522,794
5	Insurance Liability Fund	$380,000	$500,000		$880,000	$880,000		$880,000	
6	Unemployment Compensation	$70,306			$70,306	$33,646	$2,000	$35,646	$34,660
7	Debt Service	$2,211,963	$3,558,555		$5,770,518	$5,739,571		$5,739,571	$30,947
8	Worker's Compensation	$385,000			$385,000	$370,400	$14,600	$385,000	
9	General Insurance	$378,000			$378,000	$331,353		$331,353	$46,647
10	Property Self Insurance	$20,000			$20,000	$20,000		$20,000	
11	Performance Pay Pool	$30,800			$30,800	$6,962		$6,962	$23,838
12	Reserve Fund	$883,600	$29,725	($913,325)					
	TOTAL	$16,744,369	$3,588,280	($913,325)	$19,419,324	$18,651,543	$30,600	$18,682,143	$737,181
	Board of Selectmen								
101	Salaries	$397,189			$397,189	$374,920		$374,920	$22,269
102	Purchase of Service	$130,351	$15,000		$145,351	$107,245	$38,098	$145,343	$8
103	Expenses	$22,441		$8,000	$30,441	$24,918	$1,537	$26,455	$3,986
	TOTAL	$549,981	$15,000	$8,000	$572,981	$507,083	$39,635	$546,718	$26,263
	Town Clerk								
104	Salaries	$188,387			$188,387	$188,387		$188,387	
105	Purchase of Service	$23,470			$23,470	$17,497	$5,200	$22,697	$773
106	Expenses	$4,300			$4,300	$4,061		$4,061	$239
107	Tellers/Canvassers/Details	$31,078			$31,078	$31,078		$31,078	
	TOTAL	$247,235			$247,235	$241,023	$5,200	$246,223	$1,012
	Legal								
108	Salaries	$61,244			$61,244	$60,284		$60,284	$960
109	Purchase of Service	$150,000		$40,000	$190,000	$163,498	$26,503	$190,001	($1)
110	Expenses	$3,500			$3,500	$2,637	$218	$2,855	$645
	TOTAL	$214,744		$40,000	$254,744	$226,419	$26,721	$253,140	$1,604
	Personnel Board								
111	Salaries	$1,562			$1,562	$499		$499	$1,063
112	Purchase of Service	$10,000			$10,000		$10,000	$10,000	
113	Expenses								
114	Merit Program	$4,000			$4,000	$3,500		$3,500	$500
	TOTAL	$15,562			$15,562	$3,999	$10,000	$13,999	$1,563
	Assessors								
115	Salaries	$239,622			$239,622	$205,463		$205,463	$34,159
116	Purchase of Service	$47,000			$47,000	$25,445	$880	$26,325	$20,675
117	Expenses	$13,250			$13,250	$8,329	$1,438	$9,767	$3,483
	TOTAL	$299,872			$299,872	$239,237	$2,318	$241,555	$58,317

Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
	Finance Department								
118	Salaries	$876,415			$876,415	$841,183		$841,183	$35,232
119	Purchase of Service	$408,064	$5,000		$413,064	$375,600	$21,262	$396,862	$16,202
120	Expenses	$93,005	$1,000	$1,150	$95,155	$92,511	$1,690	$94,201	$954
121	Capital Outlay	$20,000			$20,000	$19,949		$19,949	$51
	TOTAL	$1,397,484	$6,000	$1,150	$1,404,634	$1,329,243	$22,952	$1,352,195	$52,439
	Finance Committee								
122	Salaries	$25,625			$25,625	$25,625		$25,625	
123	Purchase of Service	$125			$125	$14		$14	$111
124	Expenses	$510			$510	$416		$416	$94
	TOTAL	$26,260			$26,260	$26,055		$26,055	$205
	Needham Public Schools								
201	Salaries	$29,835,477			$29,835,477	$29,407,681		$29,407,681	$427,796
202	Purchase of Service	$3,821,515			$3,821,515	$3,422,271	$57,778	$3,480,049	$341,466
203	Expenses	$808,718			$808,718	$849,549	$191,380	$1,040,929	($232,211
204	Capital Outlay	$157,560			$157,560	$289,285	$136,575	$425,860	($268,300
	TOTAL	$34,623,270			$34,623,270	$33,968,786	$385,733	$34,354,519	$268,751
	Minuteman Assessment								
205	Assessment	$393,015			$393,015	$393,015		$393,015	
	TOTAL	$393,015			$393,015	$393,015		$393,015	
	Police Department								
301	Salaries	$3,950,138			$3,950,138	$3,697,977		$3,697,977	$252,161
302	Purchase of Service	$61,300		$3,370	$64,670	$47,743	$3,479	$51,222	$13,448
303	Expenses	$129,435		$21,734	$151,169	$144,936	$6,233	$151,169	
304	Capital Outlay	$134,740			$134,740	$112,744	$21,996	$134,740	
	TOTAL	$4,275,613		$25,104	$4,300,717	$4,003,400	$31,708	$4,035,108	$265,609
	Fire Department								
305	Salaries	$4,970,245			$4,970,245	$4,899,559		$4,899,559	$70,686
306	Purchase of Service	$72,499	$7,500		$79,999	$66,842	$2,611	$69,453	$10,546
307	Expenses	$150,313	($7,500)		$142,813	$113,314	$6,449	$119,763	$23,050
308	Capital Outlay								
	TOTAL	$5,193,057			$5,193,057	$5,079,715	$9,060	$5,088,775	$104,282
	Building Inspector & Weights and Measures								
309	Salaries	$279,215		$1,033	$280,248	$280,248		$280,248	
310	Purchase of Service	$3,574			$3,574	$3,301		$3,301	$273
311	Expenses	$7,736			$7,736	$7,735		$7,735	$1
	TOTAL	$290,525		$1,033	$291,558	$291,284		$291,284	$274
	Department of Public Works								
401	Salaries	$2,535,031	$80,750	$6,275	$2,622,056	$2,584,743		$2,584,743	$37,313
402	Purchase of Service	$705,399	($167,000)		$538,399	$425,724	$105,718	$531,442	$6,957
403	Expenses	$313,750	$122,525	$400	$436,675	$410,109	$11,598	$421,707	$14,968
404	Capital Outlay								
405	Snow & Ice	$165,000	$35,000	$749,863	$949,863	$1,090,310		$1,090,310	($140,447)
	TOTAL	$3,719,180	$71,275	$756,538	$4,546,993	$4,510,886	$117,316	$4,628,202	($81,209)
	MBTA Commuter Parking								
	MBTA Commuter Parking Program	$190,275			$190,275	$131,633	$58,000	$189,633	$642
406	TOTAL	$190,275			$190,275	$131,633	$58,000	$189,633	$642
	Municipal Building Maintenance Department								
407	Salaries	$2,245,703			$2,245,703	$2,211,038		$2,211,038	$34,665
408	Purchase of Service	$2,038,318	$288,000	$63,300	$2,389,618	$2,302,388	$87,229	$2,389,617	$1
409	Expenses	$316,312			$316,312	$291,940	$5,187	$297,127	$19,185
410	Capital Outlay								
	TOTAL	$4,600,333	$288,000	$63,300	$4,951,633	$4,805,366	$92,416	$4,897,782	$53,851

Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
	Municipal Street Lighting Program								
411	Street Lighting Program	$265,000			$265,000	$226,247	$22,410	$248,657	$16,343
	TOTAL	$265,000			$265,000	$226,247	$22,410	$248,657	$16,343
	Permanent Public Building Committee								
412	Salaries	$84,494			$84,494	$69,611		$69,611	$14,883
413	Purchase of Service	$1,500			$1,500	$789		$789	$711
414	Expenses	$4,300			$4,300	$4,090	$2	$4,092	$208
415	Capital Outlay								
	TOTAL	$90,294			$90,294	$74,490	$2	$74,492	$15,802
	Board of Health								
501	Salaries	$289,816			$289,816	$282,600		$282,600	$7,216
502	Purchase of Service	$78,366		$12,000	$90,366	$87,096	$236	$87,332	$3,034
503	Expenses	$7,550			$7,550	$7,221	$1	$7,222	$328
	TOTAL	$375,732		$12,000	$387,732	$376,917	$237	$377,154	$10,578
	Veterans Services								
504	Salaries	$53,506			$53,506	$53,422		$53,422	$84
505	Purchase of Service	$300			$300	$109		$109	$191
506	Expenses	$3,500			$3,500	$3,657		$3,657	($157)
507	Veterans Benefits	$30,000			$30,000	$3,111		$3,111	$26,889
	TOTAL	$87,306			$87,306	$60,299		$60,299	$27,007
	Youth Commission								
508	Salaries	$181,482			$181,482	$180,036		$180,036	$1,446
509	Purchase of Service	$2,800			$2,800	$2,777		$2,777	$23
510	Expenses	$1,990			$1,990	$1,984		$1,984	$6
	TOTAL	$186,272			$186,272	$184,797		$184,797	$1,475
	Council on Aging								
511	Salaries	$214,298			$214,298	$208,977		$208,977	$5,321
512	Purchase of Service	$3,305			$3,305	$3,305		$3,305	
513	Expenses	$5,175			$5,175	$5,167		$5,167	$8
	TOTAL	$222,778			$222,778	$217,449		$217,449	$5,329
	Commission on Disabilities								
514	Expenses	$513			$513	$58		$58	$455
	TOTAL	$513			$513	$58		$58	$455
	Planning Board								
601	Salaries	$124,160			$124,160	$118,896		$118,896	$5,264
602	Purchase of Service	$7,750			$7,750	$1,948	$5,660	$7,608	$142
603	Expenses	$3,310			$3,310	$1,145	$1,870	$3,015	$295
	TOTAL	$135,220			$135,220	$121,989	$7,530	$129,519	$5,701
	Conservation Commission								
604	Salaries	$29,613			$29,613	$25,943		$25,943	$3,670
605	Purchase of Service	$2,070			$2,070	$1,615		$1,615	$455
606	Expenses	$1,638			$1,638	$1,533	$45	$1,578	$60
	TOTAL	$33,321			$33,321	$29,091	$45	$29,136	$4,185
	Board of Appeals								
607	Salaries	$15,337		$6,200	$21,537	$20,379		$20,379	$1,158
608	Purchase of Service	$3,040			$3,040	$2,239		$2,239	$801
609	Expenses	$170			$170	$170		$170	
	TOTAL	$18,547		$6,200	$24,747	$22,788		$22,788	$1,959
	Historical Commission								
610	Expenses	$513			$513	$195		$195	$318
	TOTAL	$513			$513	$195		$195	$318

Town of Needham
General Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
	Needham Public Library								
701	Salaries	$791,118			$791,118	$767,721		$767,721	$23,397
702	Purchase of Service	$46,326			$46,326	$46,146		$46,146	$180
703	Expenses	$12,431			$12,431	$9,731	$327	$10,058	$2,373
704	Books & Periodicals	$151,905			$151,905	$151,013	$860	$151,873	$32
	TOTAL	$1,001,780			$1,001,780	$974,611	$1,187	$975,798	$25,982
	Parks and Recreation								
705	Salaries	$388,876			$388,876	$388,876		$388,876	
706	Purchase of Service	$40,778			$40,778	$40,395	$380	$40,775	$3
707	Expenses	$23,347			$23,347	$23,346		$23,346	$1
708	Capital Outlay	$12,000			$12,000	$11,996		$11,996	$4
	TOTAL	$465,001			$465,001	$464,613	$380	$464,993	$8
	Memorial Park								
709	Expenses	$500			$500		$20	$20	$480
	TOTAL	$500			$500		$20	$20	$480
	TOTAL OPERATING BUDGET	**$75,663,552**	**$3,968,555**		**$79,632,107**	**$77,162,231**	**$863,470**	**$78,025,701**	**$1,606,406**

Town of Needham
RTS Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
1001	Salaries	$470,426	$9,950		$480,376	$462,833		$462,833	$17,543
1002	Purchase of service	$956,200	$40,000	$11,700	$1,007,900	$954,171	$37,443	$991,614	$16,286
1003	Expenses	$127,755	$475	$7,500	$135,730	$128,885	$1,779	$130,664	$5,066
1004	Capital Outlay								
1005	Debt Service	$217,000			$217,000	$216,325		$216,325	$675
1006	Reserve Fund	$45,000		($19,200)	$25,800				$25,800
	TOTAL	$1,816,381	$50,425		$1,866,806	$1,762,214	$39,222	$1,801,436	$65,370

Town of Needham
Sewer Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
2001	Salaries	$503,342	$10,300		$513,642	$501,561		$501,561	$12,081
2002	Purchase of service	$139,629			$139,629	$110,760	$11,624	$122,384	$17,245
2003	Expenses	$66,658	$600		$67,258	$57,597	$5,505	$63,102	$4,156
2004	Capital Outlay	$25,000			$25,000	$22,428		$22,428	$2,572
2005	MWRA Assessment	$4,765,682			$4,765,682	$4,609,914		$4,609,914	$155,768
2006	Debt Service	$1,088,010			$1,088,010	$1,016,687		$1,016,687	$71,323
2007	Reserve Fund	$35,000			$35,000				$35,000
	TOTAL	$6,623,321	$10,900		$6,634,221	$6,318,947	$17,129	$6,336,076	$298,145

Town of Needham
Water Enterprise Fund
Statement of Budget Appropriations and Expenditures
Year Ended June 30, 2005

	Description	Annual Town Meeting Appropriations	Special Town Meeting Amendments	Reserve Fund Transfers	Total Available for Expenditure	Disbursements	FY 05 Encumbrances	Total Expenditures	Unexpended Balance
3001	Salaries	$807,973	$15,800		$823,773	$777,184		$777,184	$46,589
3002	Purchase of service	$350,752		$30,000	$380,752	$364,784	$4,991	$369,775	$10,977
3003	Expenses	$395,545	$925	$9,000	$405,470	$384,599	$9,278	$393,878	$11,592
3004	Capital Outlay	$20,000			$20,000	$12,172	$7,800	$19,972	$28
3005	MWRA Assessment	$793,683			$793,683	$786,119		$786,119	$7,564
3006	Debt Service	$1,105,601			$1,105,601	$1,093,064		$1,093,064	$12,537
3007	Reserve Fund	$75,000		($39,000)	$36,000				$36,000
		$668,627			$668,627	$668,627		$668,627	
	TOTAL	$4,217,181	$16,725		$4,233,906	$4,086,550	$22,069	$4,108,619	$125,287

Town of Needham
Trust Funds
Year Ended June 30, 2005

Fund	July 1, 2004	Receipts	Disbursements & Adjustments	June 30, 2005
Anita M. Reinke Memorial Scholarship	$8,769	$303	$200	$8,872
Catherine M. Wharton Memorial Scholarship	$3,687	$69	$2,000	$1,756
Centennial Football Scholarship	$2,099	$74		$2,173
Class of 1979 Scholarship	$64	$2		$66
C. J. Cullen III Memorial Scholarship	$34,766	$1,215	$1,000	$34,981
Dana F. Burke Scholarship	$4,356	$312	$350	$4,318
De Fazio Family Memorial Scholarship	$18,229	$590	$1,000	$17,819
Derwood Newman Memorial	$33,098	$1,168		$34,266
Dr. Lee Allan Memorial	$2,223	$77	$50	$2,250
Dwight School (Pollard School)	$24,414	$861		$25,275
Edward J. Stewart 13 Club Scholarship	$11,708	$395		$12,103
Edward Kasip Scholarship	$5,746	$179	$500	$5,425
Edward Keady Memorial Scholarship	$5,328	$3,086	$2,500	$5,914
Frederick Barstow Scholarship	$271,590	$9,580		$281,170
Frederick Harris Scholarship	$14,722	$507	$400	$14,829
George Morse Memorial Scholarship	$146,442	$11,745	$2,500	$155,687
High School Sports Endowment	$22,051	$782		$22,833
Joan W. Swartz Memorial Scholarship	$5,314	$160	$1,000	$4,474
John C. Wood (High School Library)	$9,996	$1,383		$11,379
Karen Decembrele Scholarship	$1,007	$5	$1,000	$12
Leo F. Richards Jr. Scholarship	$5,665	$192	$250	$5,607
Mark R., Beane Memorial Scholarship	$28,215	$985	$1,500	$27,700
Martin Luther King Scholarship	$6,707	$2,732	$5,400	$4,039
Michael Challis Memorial Fund	$658	$8	$500	$166
Minot Mac Donald (Carter School Library)	$6,704	$236		$6,940
Miriam Kronish Scholarship	$2,357	$87	$750	$1,694
Nate Tavalone Scholarship	$5,816	$195	$400	$5,611
New Century Club Scholarship	$22,073	$735	$2,000	$20,808
Nina Pansuk Scholarship	$116,313	$4,011	$3,000	$117,324
Peter Eloranta Chemistry Award Scholarship	$4,264	$4,266	$100	$8,430
Peter Eloranta Scholarship	$144,278	$4,876	$44,060	$105,094
Rebecca H. Perry Memorial Scholarship	$218,598	$18,049	$300	$236,347
Richard Jensen, Sr. Memorial Scholarship	$1,660	$59		$1,719
Ruth Ann B. Simmons MD Memorial Scholarship	$20,998	$1,972	$1,000	$21,970
School Permanent Donation	$12,080	$341	$7,440	$4,981
Stacy Neilson Memorial Fund (Soccer Team)	($4,893)	$3,334		($1,559)
Stanley Willox Memorial Scholarship	($4)	$3,000	$500	$2,496
Steven Wernick Memorial Scholarship	$433	$114	$250	$297
Students Need Arts Trust Fund	$4,520	$159		$4,679
Timothy P. Flanagan Memorial Scholarship	$19,890	$671	$1,000	$19,561
walter burke			$9	($9)
William G. Moseley Scholarship	$17,318	$603	$250	$17,671
William T. Burke Memorial Scholarship	$4,961	$160	$500	$4,621
Subtotal School	$1,264,220	$79,280	$81,709	$1,261,791

Town of Needham
Trust Funds
Year Ended June 30, 2005

Fund	July 1, 2004	Receipts	Disbursements & Adjustments	June 30, 2005
Arthur W. & Barbara S. Hatch Fund	$277,672	$9,727	$4,146	$283,253
Bosworth Library Trust Fund	$7,101	$253	$700	$6,654
Charles Fredic Clifford Henderson Library 10% Trust	$79,169	$2,791	$129	$81,831
Cora Proctor Thurston Fund	$12,474	$436	$384	$12,526
Helen DE M. Dunn Library Trust Fund	$2,099	$74		$2,173
Karl L. Nutter Library Trust Fund	$1,986	$70		$2,056
Laura G. Willgoose Library Trust Fund	$131,358	$4,628	$1,160	$134,826
Library Permanent Donation Fund	$30,767	$16,660	$14,847	$32,579
Lois Carley Children's Library Trust	$10,394	$367		$10,761
Martha Barr Library Trust Fund	$2,001	$71		$2,072
Myra S. Greenwood Library Trust Fund	$46,476	$1,639		$48,115
Roger S. Corliss Fund	$6,908	$241	$219	$6,931
William Carter Fund	$36,101	$1,217	$2,544	$34,774
William H. Wye Library Fund	$1,446	$51		$1,497
Subtotal Library	$645,952	$38,225	$24,130	$660,047
Board of Health	$120	$4		$124
Community Revitalization Maintenance 10% Trust	$9,457	$598		$10,055
Community Revitalization Trust	$10,289	$2,972	$11,397	$1,863
Council on Aging Permanent Donation	$159,384	$5,622		$165,006
Domestic Violence Trust		$205,556	$5,000	$200,556
Esther Lyford Trust	$6,516	$230		$6,746
General Trust Allocation	$2,223			$2,223
Green Field Improvement Association Fund	$3,932	$134	$368	$3,698
John B. Tolman Trust (Library/Temperance Organization)	$141,693	$4,967	$4,303	$142,358
Mary Virginia E. Hill (Animal Welfare) Fund	$8,580	$303		$8,883
Needham Cemetery Grand Army Lot Perpetual Care Fund	$8,037	$283		$8,320
Needham Military Band Inc. 2011 Fund	$17,898	$629		$18,527
Park & Recreation (Park Beautification) Fund	$6,028	$1,551		$7,579
Rebecca Perry Park Trust Fund	$23,236	$821		$24,057
Robert & Marcia Carleton Memorial Trust Fund	$61,141	$2,156		$63,297
Robert & Marcia Carleton Pavilion Fund	$21,527	$760		$22,287
Skate Park Trust Fund	$1,508	$43		$1,551
Subtotal Other Funds	$481,569	$226,629	$21,068	$687,129
TOTAL	**$2,391,741**	**$344,133**	**$126,907**	**$2,608,967**

Tax Form 31C

THE COMMON WEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION
OF

FISCAL 2005

NEEDHAM
City\Town\District

.X RATE SUMMARY

otal amount to be raised (from IIe)	$	96,649,089.65
otal estimated receipts and other revenue sources (from IIIe)		32,207,629.90
ax levy (Ia minus Ib)	$	64,441,459.75

stribution of Tax Rates and levies

S	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
ential	78.2123%	50,401,147.82	5,244,368,254	9.61	50,398,378.92
pt					0.00
Space	0.0000%	.00	0		0.00
ercial	14.7310%	9,492,871.44	504,231,276	18.83	9,494,674.93
pt					0.00
rial	4.3348%	2,793,408.40	148,379,300	18.83	2,793,982.22
OTAL	97.2781%		5,896,978,830		62,687,036.07
nal	2.7219%	1,754,032.09	93,171,730	18.83	1,754,423.68
L	100.0000%		5,990,150,560		64,441,459.75

MUST EQUAL 1C

of Assessors of **NEEDHAM**
City or Town

Date

Tel. No

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By _____

Date _____

Approved: _____
Director of Accounts

Date

Town of Needham
Trust Funds
Year Ended June 30, 2005

Fund	July 1, 2004	Receipts	Disbursements & Adjustments	June 30, 2005
Arthur W. & Barbara S. Hatch Fund	$277,672	$9,727	$4,146	$283,253
Bosworth Library Trust Fund	$7,101	$253	$700	$6,654
Charles Fredic Clifford Henderson Library 10% Trust	$79,169	$2,791	$129	$81,831
Cora Proctor Thurston Fund	$12,474	$436	$384	$12,526
Helen DE M. Dunn Library Trust Fund	$2,099	$74		$2,173
Karl L. Nutter Library Trust Fund	$1,986	$70		$2,056
Laura G. Willgoose Library Trust Fund	$131,358	$4,628	$1,160	$134,826
Library Permanent Donation Fund	$30,767	$16,660	$14,847	$32,579
Lois Carley Children's Library Trust	$10,394	$367		$10,761
Martha Barr Library Trust Fund	$2,001	$71		$2,072
Myra S. Greenwood Library Trust Fund	$46,476	$1,639		$48,115
Roger S. Corliss Fund	$6,908	$241	$219	$6,931
William Carter Fund	$36,101	$1,217	$2,544	$34,774
William H. Wye Library Fund	$1,446	$51		$1,497
Subtotal Library	$645,952	$38,225	$24,130	$660,047
Board of Health	$120	$4		$124
Community Revitalization Maintenance 10% Trust	$9,457	$598		$10,055
Community Revitalization Trust	$10,289	$2,972	$11,397	$1,865
Council on Aging Permanent Donation	$159,384	$5,622		$165,006
Domestic Violence Trust		$205,556	$5,000	$200,556
Esther Lyford Trust	$6,516	$230		$6,746
General Trust Allocation	$2,223			$2,223
Green Field Improvement Association Fund	$3,932	$134	$368	$3,698
John B. Tolman Trust (Library/Temperance Organization)	$141,693	$4,967	$4,303	$142,357
Mary Virginia E. Hill (Animal Welfare) Fund	$8,580	$303		$8,883
Needham Cemetery Grand Army Lot Perpetual Care Fund	$8,037	$283		$8,320
Needham Military Band Inc. 2011 Fund	$17,898	$629		$18,527
Park & Recreation (Park Beautification) Fund	$6,028	$1,551		$7,579
Rebecca Perry Park Trust Fund	$23,236	$821		$24,057
Robert & Marcia Carleton Memorial Trust Fund	$61,141	$2,156		$63,297
Robert & Marcia Carleton Pavilion Fund	$21,527	$760		$22,287
Skate Park Trust Fund	$1,508	$43		$1,551
Subtotal Other Funds	$481,569	$226,629	$21,068	$687,129
TOTAL	**$2,391,741**	**$344,133**	**$126,907**	**$2,608,967**

ate Tax Form 31C

THE COMMON WEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION
OF

FISCAL 2005

NEEDHAM
City\Town\District

TAX RATE SUMMARY

Total amount to be raised (from IIe)	$	96,649,089.65
Total estimated receipts and other revenue sources (from IIIe)		32,207,629.90
Tax levy (Ia minus Ib)	$	64,441,459.75

Distribution of Tax Rates and levies

LASS	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
sidential	78.2123%	50,401,147.82	5,244,368,254	9.61	50,398,378.92
empt					0.00
en Space	0.0000%	.00	0		0.00
mmercial	14.7310%	9,492,871.44	504,231,276	18.83	9,494,674.93
empt					0.00
lustrial	4.3348%	2,793,408.40	148,379,300	18.83	2,793,982.22
IBTOTAL	97.2781%		5,896,978,830		62,687,036.07
rsonal	2.7219%	1,754,032.09	93,171,730	18.83	1,754,423.68
TAL	100.0000%		5,990,150,560		64,441,459.75

MUST EQUAL 1C

ırd of Assessors of **NEEDHAM** (City or Town) _____ (Date) _____ (Tel. No)

_____ _____ _____

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By _____

Date _____

Approved: _____

Director of Accounts Date

NEEDHAM **FISCAL 2005**

City/Town/District

II. Amounts to be raised

IIa. Appropriations (col. (b) through col. (e) from page 4)			$ 93,931,034.26
IIb. Other amounts to be raise			
1. Amounts certified for tax title purposes	10,000.00		
2. Debt and interest charges not included on page 4	.00		
3. Final court judgements	.00		
4. Total overlay deficits of prior years	.00		
5. Total cherry sheet offsets (see cherry sheet 1-ER)	713,814.00		
6. Revenue deficits	291,719.00		
7. Offset receipts deficits Ch. 44, Sec. 53E	.00		
8. Authorized deferral of teacher's pay	.00		
9. Snow and ice deficit Ch. 44 Sec. 31d	.00		
10. Other (specify onseparate letter)	.00		
TOTAL IIb (Total lines 1 through 10)			1,015,533.00
IIc. State and county cherry sheet charges (C.S. 1-EC cols. 1 and 2)			965,791.00
IId. Allowance for abatements and exemptions (overlay)			736,731.39
IIe. Total amount to be raised (Total IIa through IId)			$ 96,649,089.65

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State			
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	$ 6,631,117.00		
2. Cherry sheet overestimates (C.S. 1-EC Part E COL. 3)	.00		
TOTAL IIIa			6,631,117.00
IIIb. Estimated receipts - Local			
1.Local receipts not allocated (page 3,col.(b),Line23)	7,375,783.40		
2. Offset receipts (See Schedule A-1)	.00		
3. Enterprise funds (See Schedule A-2)	14,274,296.00		
4. Community preservation funds (See Schedule A-4)	.00		
TOTAL IIIb			21,650,079.40
IIIc. Revenue sources appropriated for particular purposes			
1. Free cash (page 4, col. (c))	.00		
2. Other available funds (Page 4, col. (d))	655,477.00		
TOTAL IIIc			655,477.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate			
1a. Free cash...appropriated on or before June 30,2005	3,270,834.00		
b. Free cash...appropriated on or after July 1,2005	.00		
2. Municipal light source	.00		
3. Teacher's pay deferral	.00		
4. Other source :	122.50		
TOTAL IIId			3,270,956.50
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)			$ 32,207,629.90

IV.Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)		$ 96,649,089.65
b. Total estimated receipts and other revenue sources(from IIIe)	$ 32,207,629.90	
c. Total real and personal property tax levy (from Ic)	$ 64,441,459.75	
d. Total receipts from all sources (total IVb plus IVc)		$ 96,649,089.65

AL RECEIPTS NOT ALLOCATED *

NEEDHAM
City/Town/District

	(a) Actual Receipts Fiscal 2004	(b) Estimated Receipts Fiscal 2005
OTOR VEHICLE EXCISE	4,058,180.00	3,889,072.40
THER EXCISE	220,946.00	215,000.00
ENALTIES AND INTEREST ON TAXES AND EXCISES	271,127.00	155,000.00
AYMENTS IN LIEU OF TAXES AND EXCISES	257,580.00	250,000.00
HARGES FOR SERVICES - WATER	.00	.00
HARGES FOR SERVICES - SEVER	.00	.00
HARGES FOR SERVICES - HOSPITAL	.00	.00
HARGES FOR SERVICES - TRASH DISPOSAL	.00	.00
THER CHARGES FOR SERVICES	624,373.00	545,000.00
ES	212,712.00	192,000.00
NTALS	15,815.00	15,000.00
PARTMENTAL REVENUES - SCHOOLS	.00	.00
PARTMENTAL REVENUES -LIBRARIES	56,862.00	55,000.00
PARTMENTAL REVENUES - CEMETERIES	.00	.00
PARTMENTAL REVENUES - RECREATION	281,684.00	235,000.00
THER DEPARTMENTAL REVENUE	303,404.00	240,000.00
ENSES AND PERMITS	792,224.00	615,000.00
ECIAL ASSESSMENTS	3,714.00	.00
ES AND FORFEITS	164,011.00	160,000.00
/ESTMENT INCOME	442,773.00	440,000.00
SCELLANEOUS RECURRING(PLEASE SPECIFY)	232,514.00	194,450.00
SCELLANEOUS NON-RECURRING(PLEASE SPECIFY)	323,849.00	175,261.00
TALS	**$ 8,261,768.00**	**$ 7,375,783.40**

y certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify ave examined the entries made on page 4 of the Fiscal 2005 tax rate recapitulation form by the City, Town or District Clerk and hereby ledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Date _____ Accountant/Auditor _____ Telephone No. _____

not include receipts in columns (a) or (b) that were voted by the City/Town Council or Town Meeting as offset receipts on Schedule , enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support reases /decreases of estimated receipts to actual receipts.

itten documentation should be submitted to support increases/decreases of FY2004 estimated receipts to FY2005 estimated receipts e used in calculating the muncipal revenue growth factor.

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDIN

NEEDHAM
City/Town/District

FISCAL 2005

APPROPRIATIONS							AUTHORIZATIONS MEMO ONLY	
City/Town Council or Town Meeting Dates	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate (Tax Levy)	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
05/03/04	2005	355,500.00	322,500.00			33,000.00	660,100.00	
05/03/04	2004	221.26			221.26			
05/05/04	2005	552,000.00	481,523.00	.00	25,477.00	45,000.00		365,000.00
05/10/04	2005	250,000.00	250,000.00					885,000.00
05/10/04	2005	134,400.00			25,000.00	109,400.00		15,000.00
05/17/04	2005	875,500.00				875,500.00		758,500.00
05/19/04	2005	87,651,808.00	75,728,773.26		604,778.74	11,318,256.00		
11/08/04	2005	4,111,605.00	4,073,555.00			38,050.00		
Totals		93,931,034.26	80,856,351.26	.00	655,477.00	12,419,206.00		
		Must Equal Cols. (b) thru (e)						

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 2004 or fiscal June 30,2005.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered gross to avoid a duplication in the use of estimated or other sources of receipts.

I hereby certify that the appropriations correctly reflect the votes taken by Town Meeting/City Council.

_____ _____ _____

_____

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

MONDAY, NOVEMBER 8, 2004

7:30 P. M.

NEWMAN ELEMENTARY SCHOOL

CENTRAL AVENUE **NEEDHAM**

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School:

MONDAY, THE EIGHTH OF NOVEMBER, 2004

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY

To see if the Town will vote to amend the Zoning By-Law, Section 1.3, Definitions, by revising the definition of the term "Half-Story" so that it shall read as follows (new language underlined):

"Half-Story or ½ Story – For all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 1 Explanation: This article would revise the definition of the term "half-story" in the Center Business District by allowing for the placement of dormers in the "½ story" of apartment and multi-family dwellings located directly above the second floor subject to the following restrictions: (1) no more than 50% of the area contained in the ½ story could have a finished ceiling height exceeding 5 feet; and (2) the length of dormers installed in a sloping roof directly above the second story of a structure could not exceed 30% of the eve length of the portion of the roof in which the dormer is built. There would be no restrictions on the length of dormers installed in a sloping roof directly above the first story of a structure. The change is intended to encourage housing and mixed-use development in the downtown by allowing for more useable square footage to be created in the "half-story" dedicated to a residential use.

ARTICLE 2: AMEND ZONING BY-LAW – NON-CONFORMANCE

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.4, Non-Conformance, Subsection 1.4.4, Restoration, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

"1.4.4 Restoration and Rebuilding

(a) A non-conforming building or structure which has been damaged or destroyed by fire or other accidental cause may be repaired or rebuilt in the same location and to the dimensions not exceeding those that existed prior to the damage or destruction.

(b) A pre-existing non-conforming building or structure located on a non-conforming lot may be voluntarily demolished and rebuilt pursuant to a special permit issued by the Board of Appeals in accordance with the requirements of Section 7.5.2 a) if the building or structure is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current By-Law, or b) in a different location on the lot if the non-conforming nature of the new building or structure is not increased in any respect. A conforming or non-conforming building or structure located on a non-conforming lot may be voluntarily demolished and rebuilt as a matter of right provided that the new structure is conforming in all respects other than being on a non-conforming lot and/or not meeting the "build factor formula" contained in Section 4.2.1 of the By-Law."

2. In Section 1.4, Non-Conformance, Subsection 1.4.6, Alteration, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

"1.4.6 Alteration

A lawful pre-existing non-conforming use may be changed or extended and a non-conforming building may be structurally altered or enlarged only pursuant to a special permit issued by the Board of Appeals pursuant to Section 7.5.2. No such permit shall be issued except in accordance with the requirements of Section 7.5.2 nor unless the Board shall determine that such change, extension, alteration or enlargement would not be substantially more detrimental to the neighborhood than using the existing non-conforming use or structure. The issuance of a special permit hereunder shall not authorize the violation of any dimensional, parking or intensity regulation with which the structure or use was theretofore in conformity. All alterations and enlargements triggering the definition of "New Construction" as defined in footnote (g) of Section 4.2.1, Table of Regulations, shall comply with the Table's applicable dimensional requirements as specified in footnotes (i), (j), and (k).

Nothing contained in this Section 1.4.6 shall permit the demolition of a pre-existing non-conforming building or structure and its replacement with a new building or structure that is non-conforming as to height, setback, yards or other provisions of this bylaw or the demolition of a building or structure devoted to a non-conforming use and the reestablishment of said non-conforming use in a new building or structure."

3. In Section 1.4, Non-Conformance, Subsection 1.4.7, Alteration to Single Family and Two-Family Dwellings, by deleting the word "reconstructed" in the first sentence and the word "reconstruction" in the first and second sentence so that the subsection shall now read as follows:

"1.4.7 Alterations to Single-Family and Two-Family Dwellings

A single-family or two-family dwelling which is non-conforming because of setbacks, yard, area and/or frontage requirements of this By-Law may be altered, extended or structurally changed as of right and without a special permit or finding by the Board as required in the preceding section provided that such alteration, extension or structural change complies with all current setback, yard, building coverage, building height, and building story requirements. Such alteration, extension or structural change shall not be considered an increase in the non-conforming nature of the dwelling."

4. In Section 1.4, Non-Conformance, by inserting a new Section 1.4.8 Non-Conforming Lots, to read as follows:

"1.4.8 Non-Conforming Lots

Notwithstanding any other provision of this By-Law, an increase in the area or frontage of an existing improved lot which includes a conforming structure or building or pre-existing non-conforming structure or building shall not be deemed to constitute the creation of a new lot, nor shall such action terminate the status of the lot as a pre-existing non-conforming lot."

5. In Section 1.4, Non-Conformance, by renumbering former paragraphs 1.4.8 and 1.4.9 as 1.4.9 and 1.4.10 respectively.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 2 Explanation: The Planning Board has received numerous complaints from residents of Needham neighborhoods concerning the Town's regulatory practice as it relates to the voluntary demolition and reconstruction of non-conforming residential buildings and uses. The specific neighborhood concern expressed relates to the fact that voluntarily demolished non-conforming residential buildings and uses are being reconstructed by Special Permit as non-conforming buildings and uses rather than being required to be brought into conformity with present zoning by-law height, dimensional, coverage, and use requirements. The practice is occurring in situations where conformance with the provisions of the current zoning by-law is achievable, namely, on conforming lots, and has led to the indefinite continuation of the pre-existing non-conforming condition.

Accordingly, in circumstances where reconstruction in conformance with the current zoning by-law is attainable, namely, on a conforming lot, the amendment requires that the voluntarily destroyed building be replaced with a conforming building or use. When reconstruction in conformance with the current zoning by-law is not attainable, namely, on a non-conforming lot, the amendment authorizes reconstruction of the

nonconforming building by Special Permit subject to the following restrictions: a) if the building or structure is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current zoning by-law, or b) in a different location on the lot if the non-conforming nature of the new building or structure is not increased in any respect. Conforming and non-conforming buildings located on non-conforming lots are afforded as of right reconstruction privileges provided the new structure is conforming in all respects other than being on a non-conforming lot and/or not meeting the "build factor formula" contained in the zoning by-law. Demolition of a building or structure devoted to a non-conforming use and the reestablishment of said non-conforming use in a new building or structure is not permitted.

Finally, the amendment would permit an increase in the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building without affecting the legal pre-existing status of the lot. Presently, the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building can only be modified so as to conform with all zoning by-law provisions. This amendment will enable owners of such lots to move their parcels toward closer conformance with current zoning by-law provisions where complete compliance is not attainable.

In conclusion, the Planning Board believes that this important policy issue should be resolved by Town Meeting so that the Town's regulatory boards and affected neighborhoods clearly understand the intentions of the community going forward.

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT – DPW/SEIU

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the SEIU/DPW Union, and to recommend amending the necessary line items in the fiscal year 2005 operating budget adopted under Article 12 of the 2004 Annual Town Meeting, proposed to be amended under Article 10 of this Special Town Meeting; and to recommend amending the necessary line items in the 2005 Water Enterprise Fund budget adopted under Article 15 of the 2004 Annual Town Meeting, proposed to be amended under Article 13 of this Special Town Meeting; and to recommend amending the necessary line items in the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting, proposed to be amended under Article 12 of this Special Town Meeting; and to recommend amending the necessary line items in the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting, and proposed to be amended under Article 11 of this Special Town Meeting to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article 3 Explanation: The Town and the DPW/SEIU Union have reached agreement on a collective bargaining agreement for fiscal year 2005 and 2006. If the Agreement is funded by Town Meeting, base wages will increase by 2.5% for fiscal year 2005 and 3.0% for fiscal year 2006. A summary of all provisions contained in the agreement will be distributed to Town Meeting Members at or before the Special Town Meeting.

ARTICLE 4: APPROPRIATE FOR FIRE ENGINE REPAIRS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $40,000 to make necessary repairs to Fire Engine #4, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 4 Explanation: The Fire Department is seeking $40,000 to perform major repairs to the drive train, as well as body and paintwork to the exterior of the vehicle. This work is necessary to prolong the lifespan of the vehicle, as it is slated for use as the Department's reserve engine for several years beyond its life as a front line unit.

ARTICLE 5: APROPRIATE FOR MUNICIPAL BUILDING MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $66,000 to fund transitional costs associated with the implementation of an alternative cleaning program, to be spent under the direction of the Town Administrator and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 5 Explanation: The Town and the AFSCME Union representing building custodians are in the process of discussing alternative approaches to cleaning municipal buildings. Specifics on the proposal will be provided to Town Meeting at or before November 8th.

ARTICLE 6: APPROPRIATE FOR DOWNTOWN DESIGN

To see if the Town will vote to raise, appropriate, and/or transfer the sum of $15,000 for the purpose of funding the Town's contribution to supplement a grant and private funding for a land use, zoning, traffic and parking study of Needham Center, to be spent under the direction of the Planning Board and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 6 Explanation: This request will fund the Town's share of a comprehensive planning study focused on improving and enhancing Needham Center. The plan is intended to engage the Town, including municipal officials, citizens, business interests, property owners, and, where appropriate, federal and state transportation agencies, in a focused and prioritized planning effort to improve the downtown area. The potential for Needham Center is great, but has been limited by the lack of an updated cohesive vision for the future and the coordinated decision-making that would follow from that vision. To assure that Needham Center continues to serve its important social and economic role, a plan to guide its growth going forward is needed.

The proposed comprehensive planning process would achieve two primary objectives: 1) develop a cohesive comprehensive plan for the future of Needham Center, which addresses the land use, infrastructure, parking

and traffic issues; and 2) educate and involve the community during plan development to assure a planning effort supported by a broad range of community representatives.

Planning activities would include the following: an examination of existing conditions and possible future conditions under various scenarios; a review of alternatives to address those conditions; and an educational process with workshops and surveys, if necessary, through which the community will clarify the decisions to be made and assist in the development of the plan. The final results of the program will be based on the preliminary products and the educational process and consensus building process with the community. Specifically, there will be two results: 1) a vision of the short and long term future of Needham Center based on physical, economic and political feasibility, including a parking and traffic management plan, infrastructure improvements and complementary land use or zoning decisions; and 2) an implementation plan.

The comprehensive planning study is expected to cost $80,000 with funding provided through a $50,000 state grant, $15,000 to be raised through local business contributions, and $15,000 to be raised from the tax levy.

ARTICLE 7: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, appropriate, and/or transfer the sum of $50,000 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 7 Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time as the fund grows and is supported it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. An appropriation to the fund requires a two-thirds vote of Town Meeting. The $50,000 will be the first appropriation into the fund. This appropriation request is possible at this time because the Town has received revenue that is deemed to be non-recurring and best not used for operating expense. There is also a minimal property tax contribution ($532) that was derived from the certified new growth revenue for FY 2005.

ARTICLE 8: APPROPRIATE TO STABILIZATION FUND

To see if the Town will vote to raise, appropriate, and/or transfer a sum of money to the Stabilization Fund, as provided under M.G.L., Chapter 40, Section 5B, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: The Finance Committee Voted to Withdraw this Article

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ARTICLE 9: APPROPRIATE FOR PAYMENT OF UNPAID BILLS OF PRIOR YEARS

To see if the Town will vote to raise and/or transfer and appropriate such sums of money as may be

required for the payment of unpaid bills of previous years, incurred by the departments, boards and officers of the Town of Needham, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 9 Explanation: State law requires Town Meeting action in order for the Town to make payment for bills received after the close of the fiscal year.

ARTICLE 10: AMEND FY2005 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
007	Debt Service	$2,211,963	$5,770,518
012	Reserve Fund	$883,600	$847,325
102	Selectmen/Administration POS	$130,351	$145,351
119	Finance, POS	$408,064	$413,064
120	Finance, Expenses	$93,005	$94,005
401	Public Works Salaries	$2,535,031	$2,605,781
402	Public Works POS	$705,399	$668,399
403	Public Works Expenses	$313,750	$316,275
405	Snow & Ice	$165,000	$200,000
408	MBMB POS	$2,038,318	$2,326,318

or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 10 Explanation: The change to the debt service line is an accounting transaction intended to reflect debt exclusion override votes in the operating budget. This accounting does not affect the amount that the Town pays in debt service, now or in the future.

ARTICLE 11: AMEND FY2005 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To

1001	Salaries	$470,426	$480,376
1003	Expenses	$127,755	$128,230

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 11 Explanation: The Town and the SEIU Union have reached agreement on a contract for fiscal years 2005 and 2006. This article will fund that agreement.

ARTICLE 12: AMEND FY2005 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
2001	Salaries	$503,342	$513,642
2003	Expenses	$66,658	$67,258

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 12 Explanation: The Town and the SEIU Union have reached agreement on a contract for fiscal years 2005 and 2006. This article will fund that agreement.

ARTICLE 13: AMEND FY2005 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Water Enterprise Fund Budget adopted under Article 15 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
3001	Salaries	$807,973	$823,773
3003	Expenses	$395,545	$396,470

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 13 Explanation: The Town and the SEIU Union have reached agreement on a contract for fiscal years

2005 and 2006. This article will fund that agreement.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 28th day of September 2004.

James G. Healy
John A. Bulian
John H. Cogswell
Gerald A. Wasserman
Daniel P. Matthews
Selectmen of Needham

A TRUE COPY
Attest:
Constable:

Town Clerk's Office
Needham, MA 02492

First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224

ATTN: SPECIAL TOWN MEETING WARRANT

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

MONDAY, FEBRUARY 7, 2005

7:30 P. M.

WILLIAM F. POLLARD MIDDLE SCHOOL

HARRIS AVENUE **NEEDHAM**

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Pollard Middle School:

MONDAY, THE SEVENTH OF FEBRUARY, 2005

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: APPROPRIATE FOR NEEDHAM HIGH SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate $10,700,000, or any other sum of money, in addition to the $51,300,000 previously appropriated, for architectural design, engineering, addition, construction, and/or reconstruction of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

INSERTED BY: School Committee/Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting.

Article 1 Explanation: In November 2003, the Town voted to approve a debt exclusion override not to exceed $51.3 million to provide architectural design, engineering, addition, construction and/or renovation of the Needham High School. On November 17, 2004, general contractor bids were received. The lowest bid, awarded to TLT Construction, will require that an additional $10,700,000 be approved to complete the project. Most of the increase is due to inflation in the cost of building materials. Since 2003 (when the project costs were estimated), structural steel has increased 24% and reinforcing bar has increased 41%. The remaining increase is attributed to two factors: the site, with its limited size, hilly terrain, and parking requirements; and the 1930 portion of the building, with issues of indoor air quality, accessibility, and making the older portion fit into the academic program. There has been no increase in the square footage of the building since the Town vote, and the actual cost of the project was not known until the bids were received. Early site work began in June 2004, and TLT began construction of the new wing in December 2004.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting. Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 11th day of January 2005.

James G. Healy
John A. Bulian
John H. Cogswell
Gerald A. Wasserman
Daniel P. Matthews
Selectmen of Needham

TRUE COPY
Attest:
Constable:

Town Clerk's Office
Needham, MA 02492

First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224

ATTN: SPECIAL TOWN MEETING WARRANT

WARRANT FOR THE ANNUAL TOWN ELECTION, TUESDAY, APRIL 12, 2005
TOWN OF NEEDHAM, COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss. To either of the constables in the Town of Needham in said County. Greetings:
In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

Precinct A -	Hillside School - Gymnasium	Precinct F -	Stephen Palmer Community Room
Precinct B -	Hillside School - Gymnasium	Precinct G -	Broadmeadow School - Performance Center
Precinct C -	Newman School - Gymnasium	Precinct H -	Broadmeadow School - Performance Center
Precinct D -	High Rock School - Classroom	Precinct I -	William Mitchell School - Gymnasium
Precinct E -	Pollard Middle School - Room 226	Precinct J -	William Mitchell School - Gymnasium

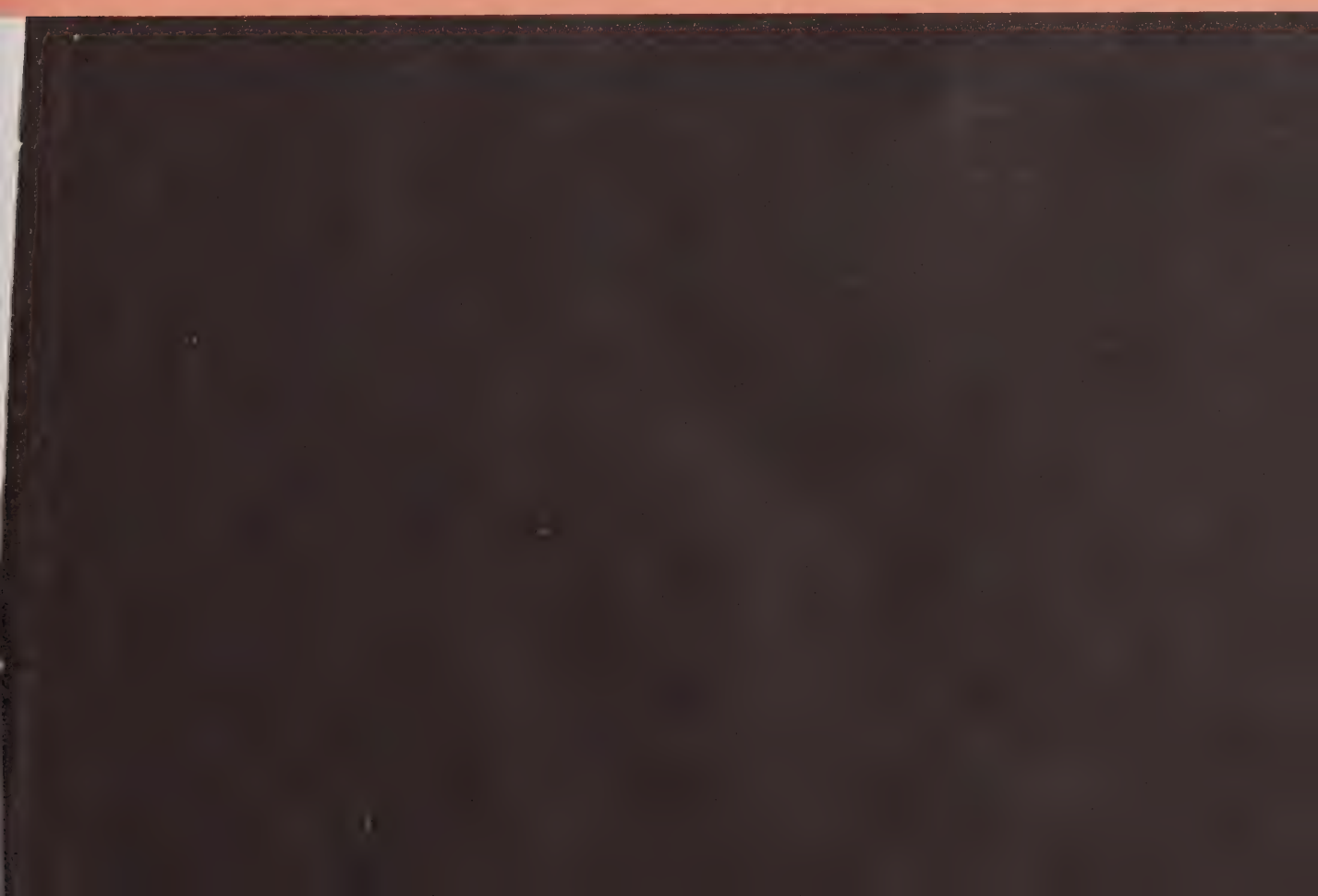
on TUESDAY, THE TWELFTH DAY OF APRIL, 2005 From 6:45 A.M. to 8:00 P.M. to cast their votes in the Annual Town Election (Article 1) for the candidates for the following Town Offices: One Moderator for One Year; Two Selectmen for Three Years; One Assessor for Three Years; Two Members of School Committee for Three Years; One Trustee of Memorial Park (trustee of solders' memorials - veteran) for Three Years; Three Trustees of Needham Public Library for Three Years; One Member of Board of Health for Three Years; One Member of Planning Board for Five Years; One Member of Needham Housing Authority for Five Years; One Commissioner of Trust Funds for Three Years; One Member of Park & Recreation Commission for Three Years; Two Constables for Three Years; Eight Town Meeting Members from Precinct A for Three Years; One Town Meeting Member from Precinct A for One Year; Seven Town Meeting Members from Precinct B for Three Years; Eight Town Meeting Members from Precinct C for Three Years; Eight Town Meeting Members from Precinct D for Three Years; Eight Town Meeting Members from Precinct E for Three Years; Nine Town Meeting Members from Precinct F for Three Years; Eight Town Meeting Members from Precinct G for Three Years; Eight Town Meeting Members from Precinct H for Three Years; One Town Meeting Member from Precinct H for Two Years; Eight Town Meeting Members from Precinct I for Three Years; Eight Town Meeting Members from Precinct J for Three Years; Two Town Meeting Members from Precinct J for Two Years.

ARTICLE 2: QUESTION 1: DEBT EXCLUSION: NEEDHAM HIGH SCHOOL
"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay the principal of and interest on the additional bonds to be issued in an aggregate principal amount not to exceed $10,700,000 in order to provide architectural design, engineering, addition, construction and/or reconstruction of the Needham High School?"

The Annual Town Meeting for the transaction of business shall commence on
Monday, May 2, 2005 at 7:30 P.M. at the Newman School

and you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before the time of said meeting. Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour. Given under our hands at Needham aforesaid this 8th day of March 2005.

THE NEEDHAM BOARD OF SELECTMEN



TOWN OF NEEDHAM
MASSACHUSETTS 02492

BULK RATE
US POSTAL PERMIT
BOSTON, MA
Permit No. 58224

NEEDHAM RESIDENT

Annual Town Election
Tuesday, April 13, 2004
6:45 A.M. – 8:00 P.M.
Open to all registered Voters

TOWN OF NEEDHAM

MASSACHUSETTS

2005 Annual Town Meeting Warrant

ELECTION: Tuesday, April 12, 2005

Business Meeting at 7:30 P.M. on Monday, May 2, 2005

at the Newman School

94th ANNUAL REPORT
OF THE FINANCE COMMITTEE
March , 2005

Fellow Citizens of Needham:

This is the fourth consecutive year in which the Town's initially projected revenues were insufficient to fund "level funded" (FY2005 budget plus mandated and contractual increases) operating budget requests from Town departments combined with requested cash capital projects. The comparison of the operating budget, cash capital requests and financial warrant articles to initially projected revenues showed a deficit of approximately $2,804,928. This was the starting point for the work of the Finance Committee. With the cooperation and assistance of the School Committee, Town Management, and the Board of Selectmen, we are able to recommend a balanced budget to Town Meeting. As a result of this cooperation, the Finance Committee believes that the budget should result in little, if any, disruption in Town services or interruption in the maintenance and improvement of the Town's infrastructure.

The Need for Balance

Before describing our budget deliberations, and the choices we recommend to arrive at this year's budget, it is worth highlighting the various ways in which the Finance Committee strives to provide balance in the budget process. Of course, our most immediate task is to balance the budget and recommend the budget to Town Meeting for its approval. More broadly, the Finance Committee attempts to balance the needs of various groups within the Town affected by the Town's budget and finances, including the schools, the non-school departments, and the taxpayers of the Town. Moreover, this year, as in every year, the Finance Committee attempts to balance the expenditure of revenues on recurring operating budgets against the expenditure of revenues on capital needs, many of which are one-time in nature. In a related vein, the Finance Committee attempts to maintain the balance between the Town's debt burden and its gross revenues. Finally, the Finance Committee does its best to balance the requests made by the Town departments for funds for the upcoming fiscal year against the need to ensure the long-term fiscal health for the Town. The Committee believes that, in the end, the interests of the Town are well served by this balancing process, which carefully considers service levels and taxpayer burdens, operating and capital budgets, and short-term and long-term needs.

The Budget Process

In September 2004, the Finance Committee issued guidelines to all Town departments for the preparation of their FY2006 budgets. Recognizing that the Town would face another challenging fiscal year, the guidelines called for all departments to level fund all line items, except for mandatory step, longevity, and collective bargaining salary increases, as well as other mandated increases. Because the guidelines were sent out early in the process and because the Committee expected that revenue projections would change in the coming months, we requested that each of the departments submit, along with their level fund budget, a list of specific additions and reductions to their budget equal to 5% of the budget. Most departments identified specific additions, but it was more difficult for them to identify specific reductions.

The guidelines letter also requested that each department identify specific measures taken to attempt to ensure that its operating budget, absent unusual circumstances, does not grow at a rate exceeding expected revenue growth. This request resulted from the Finance Committee's concern that the current incremental approach to the budget process (i.e., one year at a time, using the existing budgets as a base) does not sufficiently encourage new initiatives to keep the rate of operating budget increases in line with the rate of revenue growth. While more needs to be accomplished in this area, there were constructive discussions between several department managers and the Finance Committee along these lines.

Fiscal 2006 Revenue

As of this letter, the total available revenue for Fiscal 2006 is $88,435,864, and reflects upward revisions in the amount of $1,077,853 from the initial revenue projection. Excluding revenue from debt exclusions, the Town's revenue for FY2006 is approximately 3.5% above the revenue for FY2005.

Some of the changes between the initial revenue projection and the current revenue projection were:

- An increase of $201,989 in real and personal property tax, primarily reflecting an upward revision in new growth of $155,000.
- An increase in state aid of $201,685 as reflected in the Governor's budget of January 26th, 2005. The major source of this increase was a $200,356 increase in lottery aid.
- An increase in local receipts of $358,000, reflecting continued growth in excise taxes and modest growth from fee increases, which were instituted within the last year.
- A free cash number certified by the Department of Revenue of $3,260,346, versus an initial estimate of $3,000,000.

Another meaningful measure of revenues available for Town Meeting to fund financial warrant articles, cash capital requests, and department budgets is the total revenue figure of $88,435,864 minus charges, offsets, assessments and Town wide expenses. That net figure is $63,023,742 increasing 4.2% or $1,347,135 from FY2005.

Operating Budget and Cash Capital
Deliberations and Recommendation

As noted above, a comparison of the budget requests received by the Finance Committee and the initial projected revenue resulted in a deficit of $2,804,978. With a vote of the School Committee to submit a revised request, coupled with the revised revenue estimate received in early February, that deficit was reduced to $745,477. In early March, additional adjustments were made to revenues and other charges, reducing the deficit a further $58,064.

The Finance Committee carefully reviewed all department requests for additional monies beyond level funding and concluded that the following should be recommended to Town Meeting:

- Within the Building Inspection Services Department, an additional Building Inspector and additional hours for the existing Electrical, Plumbing and Gas Inspectors for a total of $63,731.
- Additional funding for Police Department expenses reflecting the actual cost and usage of gasoline for $17,388.
- An additional reference/programming librarian for the new library, needed because of the increased size of the library. This position is prorated for the number of weeks during FY2006 in which the library will be open, for a total of $17,740. An additional position, also driven by the needs of the new library, will be funded by a reduction in purchase of services, which the Library has agreed to fund with ongoing state aid.
- Outside contractor assistance for the Park and Recreation Commission to clean public facilities for a total of $10,000.
- The additional costs to the Council on Aging for more regular cleaning of the rugs at the Steven Palmer Center for a total of $990.

The total amount of these additional recommendations is $109,849 and, while adding to the deficit, we agreed with the departments that the additions are important to the operations of these departments and the delivery of services to our citizens.

The request for cash capital projects included eleven primary capital projects totaling $1,161,023. The requests were for painting and floor repair maintenance for the schools ($245,000); a digital photography software program for the Police Department ($32,863); replacement of vehicles and equipment for the Department of Public Works ($200,950); a computer network upgrade for the Town ($123,000); repairs and improvements at the Hillside School Media Center ($87,210); work on the Town's brooks and culverts ($50,000); repair of the Claxton Field facility ($60,000); funding of a facility master plan ($100,000); continued funding of the replacement cycle of the copiers in the schools ($40,000); continued funding of the replacement cycle of computers and related equipment in the schools ($187,000); and a study for improvements in the athletic fields ($35,000).

After full and productive discussions with the School Committee, Town Management and the Board of Selectmen, the Finance Committee reduced the deficit through the following measures:

- The School Committee's revised budget request contained some elements of level service requests. Its revised request of $36,580,776 has been reduced by an additional $207,638. It is important to note that the School Department will nonetheless receive an increase over last year's appropriation of 5.0%. This increase is appropriate in light of increased enrollment in the schools.
- The School Committee will fund its FY2006 school technology and copier capital requests in FY2005 out of salary or other savings in its current budget. This change eliminates the need for two separate cash capital requests for FY2006 and thus reduces the deficit by another $227,000.
- The recommended budget would defer funding one of eight police sergeant positions until October 1st, and would not fund one of 51 fire fighter positions pending the results of the ongoing Fire Department staffing study. While these positions were funded in FY2005, they were not filled. The combined savings are $62,769.
- Reduction in the tax levy support for the RTS from $670,000 to $570,000.
- Reduction in the reserve fund from $800,000 to $713,008.
- Reduce the Permanent Public Building Committee salaries by $30,000 to reflect the approximate percentage of the salaries of PPBC that will be charged back to project costs.
- Reduction of $82,863 in the cash capital requests for interior painting, brooks and culverts, and police photography software.

Fiscal 2006 Debt-Financed Capital Recommendation

Town Management made recommendations for debt-financed capital projects to be financed during FY2006. In evaluating these recommendations, the Finance Committee gave consideration to the impact of these projects on FY2006 debt service, their impact on future debt service levels, and the cost to the Town of delaying these projects in terms of the maintenance of the Town's infrastructure.

For many years, the Finance Committee has emphasized the importance of the Town living within guidelines that total annual debt service remain at or less than 10% of total revenues and that general fund debt service remain at or less than 3% of general fund revenues. Like its predecessors, this Finance Committee supports those guidelines. For this reason, we believe that careful consideration should be given to all feasibility and design articles, which come before Town Meeting.

The Finance Committee is recommending the following debt-financed capital articles found in your warrant. These recommendations adhere to the guidelines described above. It is our belief that this recommendation strikes an appropriate balance between operating and capital budgets.

Project Name	Amount
Ridge Hill Rehabilitation Program	$126,875
Roads, Bridges and Intersections	$568,400
Sidewalk Repair and Resurfacing	$223,300
Pollard Technology Upgrade	$187,775
Fire Rescue #2 (Ambulance)	$192,850

Outlook and Challenges

The Finance Committee is grateful to the School Committee, Town Management and the Board of Selectmen for their cooperation. Continued cooperation will be critical in light of the financial challenges the Town faces in the future.

The Town faces limitations on its long-term revenue growth. There are limited means available to the town by which it can substantially increase its revenues. State actions of the last few years demonstrate that while state funding will continue to be a critical part of our revenue, it is inconsistent and cannot be relied on as a source of ever increasing revenue. These and other factors, including the historical increases in revenue to the Town, suggest that we cannot expect revenue growth of more than 3.5-4.0% per year (excluding any increase in debt exclusion revenue).

Against that rate of increase, the Town can expect substantial pressure from the operating budget and from its capital needs. On the operating side, salary growth (salary and related expenditures account for over 80% of departmental budgets) has been substantial. Cost of living increases reflected in new contracts for our employees, combined with step and longevity increases, are increasing faster than revenue. It is critical that the Town attempt to manage its rate of salary increases to be consistent with its rate of revenue growth. Moreover, the Town has real and substantial capital needs, which will press the Town up against, and perhaps beyond, debt service guidelines that have been so important to the Town's fiscal health.

There is no easy answer for any of this. All of us will have to work together to meet these challenges. The Finance Committee believes that an important component of meeting these challenges is to augment long-term planning activities. First, the Town should fully prioritize its capital projects across all departments for as long a horizon as can reasonably be predicted in order for the Town to evaluate the capital projects that are necessary and the consequences of either proceeding with them or not proceeding with them at various times. Second, the Finance Committee believes that each major department in the Town must plan more vigorously for changes that may occur in the revenue stream over the long run. Third, the Finance Committee believes that each department must continue and in many cases enhance its pursuit of alternative funding through private means, state, and federal grants. Finally, as part of their long-term planning activities, each department must look for ways to make its delivery of services as efficient as possible, even if that requires changes in the way the departments and residents of the Town have become used to the delivery of services. These changes will not come overnight, but, from our perspective, this only highlights the need for strengthened long-term planning in the Town.

The Finance Committee thanks the School Committee, the Board of Selectmen, the Town Manager, the Director of Finance, the Director of Personnel, all department heads, Town officials, employees and committee liaisons with whom we have worked during the past year. The Chairman would also like to thank each member of the Finance Committee. Their considerable professional talents and dedication to the Town have been on display as they examined each of 39 department and town wide budgets and 22 capital requests with care and diligence. Finally, the Committee would like to acknowledge the invaluable contribution of our Executive Secretary, Susan Herman.

Stephen A. Jonas, Chairman
Mark P. Fachetti, Co-Vice Chairman
John W. Filoon, Co-Vice Chairman
Theodore Weiner, Past Chairman
Laura A. Brooks
Damon J. Borrelli
Richard S. Creem
Jane A. Howard
Lita C. Young
Susan R. Herman, Executive Secretary

WARRANT ARTICLE INDEX

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2.	15	Ballot Question	
3.	15	Committee and Officer Reports	Board of Selectmen
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29.	29	Appropriate for School Furniture and Equipment	Board of Selectmen
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32.	30	Appropriate for Repairs to Park Buildings	Board of Selectmen
33.	30	Appropriate for Athletic Facility Improvement Plan	Board of Selectmen
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37.	32	Appropriate for Roads, Bridges, and Intersections	Board of Selectmen

Article	Page	Description	Inserted By
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2005 ANNUALTOWN MEETING WARRANT

REVENUE SUMMARY FY 2004 - FY 2006
As Approved by the Board of Selectmen
General Fund Only

	Actual FY 2004	Budget FY 2005	Preliminary FY 2006
Local Estimated Receipts			
Motor Vehicle Excise	$ 4,058,180	$ 3,889,072	$ 3,950,000
Licenses & Permits	$ 792,224	$ 615,000	$ 790,000
Fines & Forfeits	$ 164,011	$ 160,000	$ 147,000
Recreation	$ 281,684	$ 235,000	$ 253,000
Special Assessments	$ 3,714	$ 0	$ 0
Hotel Tax	$ 220,946	$ 215,000	$ 215,000
Investment Income	$ 442,773	$ 440,000	$ 440,000
MBTA Commuter Parking	$ 303,404	$ 240,000	$ 273,000
Penalties and Interest	$ 271,127	$ 155,000	$ 155,000
In Lieu of Taxes	$ 257,580	$ 250,000	$ 250,000
Charges for Services	$ 624,373	$ 545,000	$ 561,000
Fees	$ 212,712	$ 192,000	$ 200,000
Library Charges	$ 56,862	$ 55,000	$ 55,000
Rentals	$ 15,815	$ 15,000	$ 15,000
Medicaid Reimbursements	$ 232,514	$ 194,450	$ 180,000
Miscellaneous Non-recurring	$ 323,849	$ 175,261	NA
SUB-TOTAL	**$8,261,768**	**$ 7,375,783**	**$ 7,484,000**
Property Taxes & State Aid			
Real & Personal Property Tax Levy	$61,456,585	$64,441,460	$69,237,138
Cherry Sheet Revenue (State Aid)	$ 7,037,500	$ 6,631,117	$ 6,324,280
SUB-TOTAL	**$68,494,085**	**$71,072,577**	**$75,561,418**
Reserves and Reimbursements			
Undesignated Fund Balance (Free Cash)	$ 3,473,452	$ 3,270,834	$ 3,260,346
Overlay Surplus	$ 400,000	$ 500,000	$ 400,000
Reserved for Appropriation - Parking	$ 125,800	$ 85,000	$ 85,000
Reserved for Appropriation - C & D	$ 20,000	$ 20,000	$ 20,000
Reimbursements Due from Enterprise Funds	$ 1,462,276	$ 1,563,371	$ 1,563,371
Other Available Funds	$ 0	$ 50,477	$ 0
Reserved for Debt Exclusion Offset	$ 540,910	$ 123	$ 61,729
Stabilization Fund	$ 480,000	$ 0	$ 0
SUB-TOTAL	**$ 6,502,438**	**$ 5,489,805**	**$ 5,390,446**
TOTAL REVENUE	**83,258,291**	**83,938,165**	**88,435,864**

Account Balances

Free Cash	Certified Effective July 1, 2004	$ 3,260,346
RTS Retained Earnings	Certified Effective July 1, 2004	$ 292,437
Sewer Retained Earnings	Certified Effective July 1, 2004	$ 889,256
Water Retained Earnings	Certified Effective July 1, 2004	($76,220)
Overlay Surplus	Balance as of March 1, 2005	$ 400,000
Parking Meter Fund	Balance as of March 1, 2005	$ 113,210
C & D Fund	Balance as of March 1, 2005	$ 61,895
Stabilization Fund	Balance as of March 1, 2005	$ 2,718,842

SUMMARY OF APPROPRIATIONS
FY 2004 - FY 2006
General Fund Only

	Expended FY 2004	Budget FY 2005	Recommended FY 2006
Town Wide Expense Budget Total	**16,924,842**	**20,332,649**	**22,455,662**
Department Budgets			
Board of Selectmen	559,819	564,981	572,578
Town Clerk	252,255	247,235	223,746
Legal	325,076	214,744	214,744
Personnel Board	10,347	15,562	15,562
Board of Assessors	297,636	299,872	289,722
Finance Department	1,299,655	1,403,484	1,425,999
Finance Committee	24,206	26,260	26,260
Needham Public Schools	33,733,573	34,623,270	36,373,138
Minuteman Regional High School	343,559	393,015	610,213
Police Department	4,079,457	4,275,613	4,322,960
Fire Department	5,104,242	5,193,057	5,376,635
Building Inspector	276,830	290,525	362,875
Department of Public Works	3,859,341	3,790,455	3,853,433
Municipal Parking Program	187,215	190,275	204,221
Building Maintenance Department	4,473,616	4,888,333	4,829,063
Municipal Street Lighting	312,999	265,000	291,500
Permanent Public Bldg Committee	52,106	90,294	83,119
Board of Health	367,270	375,732	381,599
Veterans Services	63,017	87,306	88,545
Youth Commission	172,259	186,272	190,667
Council On Aging	204,450	222,778	229,997
Commission on Disabilities	341	513	513
Planning Board	126,311	135,220	138,889
Conservation Commission	29,805	33,321	34,617
Board of Appeals	16,235	18,547	18,536
Historical Commission	97	513	513
Library	964,200	1,001,780	1,025,904
Park & Recreation	447,304	465,001	476,534
Memorial Park	500	500	500
Department Budget Total	**57,583,721**	**59,299,458**	**61,662,582**
Town Wide & Department Budget Total	**74,508,563**	**79,632,107**	**84,118,244**
General Fund Capital	1,335,000	1,012,000	851,160
Other Financial Warrant Articles	143,102	147,722	510,000
Provisions for Other Amounts to Be Raised	2,515,022	2,426,336	2,386,460
Transfers to Other Funds	1,075,950	720,000	570,000
TOTAL EXPENSES	**79,577,637**	**83,938,165**	**88,435,864**

OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 2006
Submitted by the Finance Committee

		FY 04 Expended	FY 05 Appropriated	FY 06 Recommended	FY 06 Amendment
	TOWN WIDE EXPENSES				
	26.70% of Budget Total				
1	Retirement (Chapter 34)	127,967	134,000	134,000	
2	Retirement Contributory System	2,346,770	3,525,000	3,696,000	
3	Health Insurance	7,295,163	8,725,700	9,005,000	
4	Insurance Liability Fund (Chapter 10 Acts 2002)	380,000	380,000	380,000	
5	Unemployment Compensation	102,269	70,306	70,306	
6	Debt Service	5,940,501	5,770,518	7,567,348	
7	Workers' Compensation	385,001	385,000	385,000	
8	General Insurance	314,196	378,000	453,000	
9	Property Self Insurance (Chapter 40, Section 13)	20,000	20,000	20,000	
10	Performance Pay Pool	12,975	30,800	32,000	
11	Reserve Fund	0	913,325	713,008	
	TOTAL TOWN WIDE EXPENSES	**16,924,842**	**20,332,649**	**22,455,662**	
	GENERAL GOVERNMENT				
	3.29% of Budget Total				
	BOARD OF SELECTMEN/TOWN MANAGEMENT				
101	Salaries	369,274	397,189	406,601	
102	Purchase of Service	148,816	145,351	143,351	
103	Expenses	20,479	22,441	22,626	
104	Capital Outlay	21,250	0	0	
	TOTAL	559,819	564,981	572,578	
	TOWN CLERK & BOARD OF REGISTRARS				
106	Salaries	222,760	219,465	198,121	
107	Purchase of Service	25,098	23,470	21,325	
108	Expenses	4,397	4,300	4,300	
109	Capital Outlay	0	0	0	
	TOTAL	252,255	247,235	223,746	
	LEGAL				
111	Salaries	59,153	61,244	61,244	
112	Purchase of Service	249,671	150,000	150,000	
113	Expenses	16,252	3,500	3,500	
	TOTAL	325,076	214,744	214,744	
	PERSONNEL BOARD				
	Salaries	427	1,562	1,562	
	Salaries - Merit Program	0	4,000	1,500	
116	Salaries - Total	427	5,562	3,062	
117	Purchase of Service	9,920	10,000	12,500	
118	Expenses	0	0	0	
	TOTAL	10,347	15,562	15,562	

	GENERAL GOVERNMENT *(Continued)*	FY 04 Expended	FY 05 Appropriated	FY 06 Recommended	FY 06 Amendm
	BOARD OF ASSESSORS				
121	Salaries	238,335	239,622	229,472	
122	Purchase of Service	48,965	47,000	47,000	
123	Expenses	10,336	13,250	13,250	
124	Capital Outlay	0	0	0	
	TOTAL	297,636	299,872	289,722	
	FINANCE DEPARTMENT				
126	Salaries	804,972	876,415	879,785	
127	Purchase of Service	398,423	413,064	426,109	
128	Expenses	93,005	94,005	93,105	
129	Capital Outlay	3,255	20,000	27,000	
	TOTAL	1,299,655	1,403,484	1,425,999	
	FINANCE COMMITTEE				
131	Salaries	23,521	25,625	25,625	
132	Purchase of Service	250	125	125	
133	Expenses	435	510	510	
	TOTAL	24,206	26,260	26,260	
	TOTAL GENERAL GOVERNMENT	**2,768,994**	**2,772,138**	**2,768,611**	
	EDUCATION *43.97% of Budget Total*				
	SCHOOL DEPARTMENT				
	Salaries	28,452,023	29,835,477	31,913,492	
	Purchase of Service	3,823,184	3,821,515	3,400,510	
	Expenses	1,038,053	808,718	908,531	
	Capital Outlay	420,313	157,560	150,605	
201	TOTAL	33,733,573	34,623,270	36,373,138	
	MINUTEMAN REGIONAL HIGH SCHOOL				
210	Assessment	343,559	393,015	610,213	
	TOTAL	343,559	393,015	610,213	
	TOTAL EDUCATION	**34,077,132**	**35,016,285**	**36,983,351**	
	PUBLIC SAFETY *11.96% of Budget Total*				
	POLICE DEPARTMENT				
	Salaries - Regular	3,232,638	3,520,125	3,547,330	
	Salaries – Overtime	537,146	430,013	430,013	
301	Salaries - Total	3,769,784	3,950,138	3,977,343	
302	Purchase of Service	55,006	61,300	61,300	
303	Expenses	135,746	129,435	168,343	
304	Capital Outlay	118,921	134,740	115,974	
	TOTAL	4,079,457	4,275,613	4,322,960	
	FIRE DEPARTMENT				
	Salaries - Regular	4,316,671	4,512,477	4,657,590	
	Salaries – Overtime	566,261	457,768	488,088	
306	Total Salaries	4,882,932	4,970,245	5,145,678	
307	Purchase of Service	77,517	72,499	74,944	
308	Expenses	129,778	150,313	156,013	
309	Capital Outlay	14,015	0	0	
TOTAL		5,104,242	5,193,057	5,376,635	

	PUBLIC SAFETY *(Continued)*	FY 04 Expended	FY 05 Appropriated	FY 06 Recommended	FY 06 Amendment
	BUILDING INSPECTION SERVICES				
311	Salaries	266,795	279,215	351,465	
312	Purchase of Service	3,131	3,574	3,674	
313	Expenses	6,904	7,736	67,736	
	TOTAL	276,830	290,525	362,875	
	TOTAL PUBLIC SAFETY	**9,460,529**	**9,759,195**	**10,062,470**	
	PUBLIC FACILITIES				
	11.00% of Budget Total				
	DEPARTMENT OF PUBLIC WORKS				
401	Salaries	2,392,736	2,605,781	2,668,429	
402	Purchase of Service	681,731	668,399	668,399	
403	Expenses	308,213	316,275	316,605	
404	Capital Outlay	0	0	0	
405	Snow & Ice	476,661	200,000	200,000	
	TOTAL	3,859,341	3,790,455	3,853,433	
	MUNICIPAL PARKING PROGRAM				
410	Municipal Parking Program	187,215	190,275	204,221	
	TOTAL	187,215	190,275	204,221	
	MUNICIPAL BUILDING MAINTENANCE BOARD				
411	Salaries	2,175,749	2,245,703	2,291,547	
412	Purchase of Service	1,996,188	2,326,318	2,220,004	
413	Expenses	301,679	316,312	317,512	
414	Capital Outlay	0	0	0	
	TOTAL	4,473,616	4,888,333	4,829,063	
	MUNICIPAL STREET LIGHTING				
420	Street Lighting Program	312,999	265,000	291,500	
	TOTAL	312,999	265,000	291,500	
	PERMANENT PUBLIC BUILDING COMMITTEE				
421	Salaries	48,542	84,494	77,319	
422	Purchase of Service	939	1,500	1,500	
423	Expenses	2,625	4,300	4,300	
	TOTAL	52,106	90,294	83,119	
	TOTAL PUBLIC FACILITIES	**8,885,277**	**9,224,357**	**9,261,336**	
	HEALTH AND HUMAN SERVICES				
	1.06% of Budget Total				
	BOARD OF HEALTH				
501	Salaries	276,893	289,816	295,683	
502	Purchase of Service	83,129	78,366	78,366	
503	Expenses	7,248	7,550	7,550	
	TOTAL	367,270	375,732	381,599	

	HEALTH & HUMAN SERVICES *(Continued)*	FY 04 Expended	FY 05 Appropriated	FY 06 Recommended	FY 06 Amendme
	VETERANS SERVICES				
506	Salaries	51,956	53,506	54,745	
507	Purchase of Service	109	300	450	
508	Expenses	10,952	33,500	33,350	
	TOTAL	63,017	87,306	88,545	
	YOUTH COMMISSION				
511	Salaries	167,535	181,482	185,877	
512	Purchase of Service	2,780	2,800	2,800	
513	Expenses	1,944	1,990	1,990	
	TOTAL	172,259	186,272	190,667	
	COUNCIL ON AGING				
516	Salaries	196,124	214,298	220,527	
517	Purchase of Service	3,174	3,305	4,295	
518	Expenses	5,152	5,175	5,175	
	TOTAL	204,450	222,778	229,997	
	COMMISSION ON DISABILITIES				
525	Expenses	341	513	513	
	TOTAL	341	513	513	
	TOTAL HEALTH AND HUMAN SERVICES	**807,337**	**872,601**	**891,321**	
	LAND & DEVELOPMENT				
	.23% of Budget Total				
	PLANNING BOARD				
601	Salaries	115,002	124,160	127,829	
602	Purchase of Service	8,001	7,750	7,750	
603	Expenses	3,308	3,310	3,310	
	TOTAL	126,311	135,220	138,889	
	CONSERVATION COMMISSION				
606	Salaries	27,569	29,613	30,724	
607	Purchase of Service	808	2,070	2,070	
608	Expenses	1,428	1,638	1,823	
	TOTAL	29,805	33,321	34,617	
	BOARD OF APPEALS				
611	Salaries	13,971	15,337	15,326	
612	Purchase of Service	2,124	3,040	3,040	
613	Expenses	140	170	170	
	TOTAL	16,235	18,547	18,536	
	HISTORICAL COMMISSION				
620	Expenses	97	513	513	
	TOTAL	97	513	513	
	TOTAL LAND & DEVELOPMENT	**172,448**	**187,601**	**192,555**	

	CULTURAL AND LEISURE SERVICES *1.79% of Budget Total*	FY 04 Expended	FY 05 Appropriated	FY 06 Recommended	FY 06 Amendment
	LIBRARY				
701	Salaries	758,863	791,118	843,558	
702	Purchase of Service	42,676	46,326	18,010	
703	Expenses	11,496	12,431	12,431	
704	Books, Periodicals & AV	151,165	151,905	151,905	
	TOTAL	964,200	1,001,780	1,025,904	
	PARK AND RECREATION COMMISSION				
706	Salaries	372,518	388,876	390,409	
707	Purchase of Service	40,658	40,778	50,778	
708	Expenses	22,237	23,347	23,347	
709	Capital Outlay	11,891	12,000	12,000	
	TOTAL	447,304	465,001	476,534	
	MEMORIAL PARK				
715	Expenses	500	500	500	
	TOTAL	500	500	500	
	TOTAL CULTURAL AND LEISURE SERVICES	**1,412,004**	**1,467,281**	**1,502,938**	
	DEPARTMENT BUDGET TOTAL	**57,583,721**	**59,299,458**	**61,662,582**	
	TOTAL OPERATING BUDGET	**74,508,563**	**79,632,107**	**84,118,244**	

WARRANT FOR THE ANNUAL TOWN MEETING
TUESDAY, APRIL 12, 2005
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet in their respective voting places in said Town namely:

Precinct A – Hillside School – Gymnasium
Precinct B – Hillside School – Gymnasium
Precinct C – Newman School – Gymnasium
Precinct D – High Rock School – Classroom
Precinct E – Pollard Middle School – Room 226
Precinct F – Stephen Palmer Community Room
Precinct G – Broadmeadow School – Performance Center
Precinct H – Broadmeadow School – Performance Center
Precinct I – William Mitchell School – Gymnasium
Precinct J – William Mitchell School – Gymnasium

on TUESDAY, THE TWELFTH DAY OF APRIL, 2005

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials - veteran) for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Member of Park and Recreation Commission for Three Years;
Two Constables for Three Years;
Eight Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Seven Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Nine Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
One Town Meeting Member from Precinct H for Two Years;
Eight Town Meeting Members from Precinct I for Three Years;
Eight Town Meeting Members from Precinct J for Three Years;
Two Town Meeting Members from Precinct J for Two Years.

ARTICLE 2: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 1: DEBT EXCLUSION: NEEDHAM HIGH SCHOOL

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay the principal of and interest on the additional bonds to be issued in an aggregate principal amount not to exceed $10,700,000 in order to provide architectural design, engineering, addition, construction and/or reconstruction of the Needham High School?"

Warrant for the Annual Town Meeting

MONDAY, MAY 2, 2005 AT 7:30 P.M. AT NEWMAN SCHOOL

ARTICLE 3: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

ZONING/LAND USE ARTICLES

ARTICLE 4: AMEND ZONING BY-LAW/NON-CONFORMANCE

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.4, Non-Conformance, Subsection 1.4.4, Restoration, by deleting the phrase "or reconstructed" in the first sentence so that the subsection shall now read as follows:

   "1.4.4 Restoration

   A non-conforming building or structure which has been damaged or destroyed by fire or other accidental cause may be rebuilt in the same location and to the dimensions not exceeding those that existed prior to the damage or destruction."

2. In Section 1.4, Non-Conformance, Subsection 1.4.6, Alteration, by inserting the phrase "Except as otherwise provided in Section 1.4.7" at the beginning of the first sentence so that the subsection shall now read as follows:

   "1.4.6 Alteration

   Except as otherwise provided in Section 1.4.7, a lawful pre-existing non-conforming use may be changed or extended and a non-conforming building may be structurally altered, enlarged or reconstructed only pursuant to a special permit issued by the Board of Appeals pursuant to Section 7.5.2. No such permit shall be issued except in accordance with the requirements of Section 7.5.2 nor unless the Board shall determine that such change, extension, alteration, enlargement or reconstruction would not be substantially more detrimental to the neighborhood than using the existing non-conforming use or structure. The issuance of a special permit hereunder shall not authorize the violation of any dimensional, parking or intensity regulation with which the structure or use was theretofore in conformity."

3. In Section 1.4, Non-Conformance, Subsection 1.4.7, Alterations to Single-Family and Two-Family Dwellings, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

"1.4.7 Single-Family and Two-Family Dwellings

1.4.7.1 Reconstruction

A lawful pre-existing non-conforming two-family detached dwelling located in a zoning district where two-family detached dwellings are prohibited constitutes a non-conforming use and may not be reconstructed except pursuant to Section 1.4.7.4. As used in Section 1.4.7 the term "reconstruction" shall be defined as the voluntary razing and rebuilding of a building or structure.

1.4.7.2 Alteration of Single-Family and Two-Family Dwellings

A single-family or two-family dwelling which is non-conforming because of front, side and rear setback, area and/or frontage requirements of this By-Law may be altered, extended or structurally changed (but not reconstructed) as of right and without a special permit or finding by the Board as required in the preceding section provided that such alteration, extension or structural change complies with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law. Such alteration, extension or structural change shall not be considered an increase in the non-conforming nature of the dwelling. For purposes of this section, the extension of an exterior wall within a required setback area shall be deemed to create a new non-conformity and shall require the grant of a variance by the Board of Appeals.

1.4.7.3 Reconstruction of Single-Family and Two-Family Dwellings Located in a Zoning District Where the Use is Permitted.

A single-family or two-family dwelling which is non-conforming because of front, side and rear setback, area and/or frontage requirements of this By-Law may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided that the new building is built in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law.

1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited.

A lawful pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided i) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current By-Law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a Special Permit from the Board of Appeals, or ii) the building is rebuilt in a different location on the lot in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building.

As used in this Section 1.4.7.4, the term "footprint" shall be defined as the area of the lot which is within the perimeter created by the vertical extension to the ground of the exterior walls of all fully enclosed portions of a building, including attached garages, porches, solariums and similar fully enclosed extensions, attachments and accessory annexes, plus eaves and roof overhangs. Not included in the footprint are unenclosed portions or extensions of buildings, including, but not limited to, unenclosed carports, decks, and porches.

Upon application the Board of Appeals may issue a special permit allowing a pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District to be reconstructed with a footprint greater in area than that of the original non-conforming building provided the Board of Appeals finds that the reconstructed and enlarged building is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties, and that the proposed reconstruction and enlargement will not be substantially more detrimental than the existing non-conforming building to the neighborhood, provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances:

(a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in subsection (c), below;

(b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects other than not meeting the minimum frontage requirement of the By-Law resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(d) Reconstruction of a non-conforming two-family dwelling on a lot where the building as reconstructed would not comply with all front, side, and rear setbacks, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law; and

(e) Reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing more than one car per dwelling unit.

Notwithstanding the provisions of this section, enclosed garage space allowed pursuant to Section 1.4.7.4(e) and located in an accessory building of not more than 575 square feet where the accessory building is separate from and not in front of the house shall be excluded from the lot coverage calculation of Section 1.4.7.4 (a), 1.4.7.4 (b) and 1.4.7.4 (c)."

4. In Section 1.4, Non-Conformance, by inserting a new Section 1.4.8 Non-Conforming Lots, to read as follows:

"1.4.8 Non-Conforming Lots

Notwithstanding any other provision of this By-Law, an increase in the area or frontage of an existing improved lot which includes a conforming structure or building or pre-existing non-conforming structure or building shall not terminate the status of a structure or building as a pre-existing non-conforming structure if it continues to be non-conforming following such increase in area or frontage."

5. In Section 1.4, Non-Conformance, by renumbering former paragraphs 1.4.8 and 1.4.9 as 1.4.9 and 1.4.10 respectively.

6. In Section 4.4, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by inserting the phrase "except where lesser lot coverage is required in another provision of the By-Law" at the beginning of the first sentence of footnote (k) so that the footnote shall now read as follows:

7. "(k) Except where lesser lot coverage is required in another provision of the By-Law, in the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet – 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet – 29%; For lots containing at least 6,000 square

feet but less than 6,500 square feet – 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet – 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 26%; and For lots containing at least 7,500 square feet – 25%. In the General Residence District, building and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000 square feet – 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet – 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet – 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet – 31%; For lots containing at least 9,000 square feet – 30%. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein.*"

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 4 Explanation: *The Planning Board has received numerous complaints from residents of Needham neighborhoods concerning the Town's regulatory practice as it relates to the voluntary demolition and reconstruction of non-conforming residential buildings and uses. The specific neighborhood concern expressed relates to the fact that voluntarily demolished non-conforming residential buildings and uses are being reconstructed by special permit as non-conforming buildings and uses rather than being required to be brought into conformity with present zoning by-law height, dimensional, coverage, and use requirements. The practice is occurring in situations where conformance with the provisions of the current zoning by-law is achievable, namely, on conforming lots, and has led to the indefinite continuation of the pre-existing non-conforming condition. To address the issue a subcommittee of the Planning Board was formed to study the matter and to make recommendations to the Board. The proposed amendment reflects an effort by the Planning Board to balance the concerns of neighborhoods about the growth in non-conforming uses and structures against the interests of property owners who wish to replace older structures with larger and more up-to-date ones.*

Accordingly, as relates lawful, pre-existing, non-conforming single-family and two-family dwellings located in a zoning district where the use is permitted and which are non-conforming because of setback, area and/or frontage requirements of the zoning by-law, the amendment authorizes the reconstruction of said dwellings, as a matter of right, provided that the new building is built in compliance with all front, side and rear setbacks, lot coverage, building height, and building story requirements of the current zoning by-law.

As relates lawful, pre-existing, non-conforming, two-family dwellings located in a zoning district where the use is prohibited, namely, Single Residence A, Single Residence B or Rural Residence-Conservation districts, the amendment authorizes the reconstruction of said dwellings, as a matter of right, provided a) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current zoning by-law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a special permit from the Board of Appeals, or b) the building is rebuilt in a different location on the lot in compliance with all front, side and rear setbacks, lot coverage, building height, and building story requirements of the current zoning by-law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building. Reconstruction of a non-conforming two-family dwelling with a footprint greater in area than that of the original non-conforming building is permitted by special permit from the Board of Appeals provided that the reconstructed and enlarged dwelling is appropriate in scale and mass for the neighborhood and provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances: (a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in

paragraph (c) below; (b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%; (c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects, other than not meeting the minimum frontage requirement of the zoning by-law resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%; (d) Reconstruction of a non-conforming two-family dwelling on a lot where the building as reconstructed would not comply with all front, side, and rear setbacks, lot coverage, building height, and building story requirements of the current zoning by-law; and (e) Reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing more than one car per dwelling unit.

Finally, the amendment would permit an increase in the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building without affecting the legal pre-existing status of the lot. Presently, the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building can only be modified so as to conform with all zoning by-law provisions. This amendment will enable owners of such lots to move their parcels toward closer conformance with current zoning by-law provisions where complete compliance is not attainable.

In conclusion, the Planning Board believes that this important policy issue should be resolved by Town Meeting so that the Town's regulatory boards and affected neighborhoods clearly understand the intentions of the community going forward.

PERSONNEL ARTICLES

ARTICLE 5: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2005, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$59,884
Town Clerk with 6 years of service in that position	$71,500 (1)
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0

(1) In addition, such compensation shall also include payment of longevity in the amount of $3,575; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick leave at the time of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed $28,722. The annual salary of $71,500 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $7,314. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $10,240; or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Article be Adopted

Article 5 Explanation: In accordance with MGL Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town

Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation at the time of separation from Town service, is now included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000, such payment to be made at the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977; the stipends for the members of the Board of Assessors were eliminated at the 1996 Annual Town Meeting. Members of the Board of Assessors in office at that time were grandfathered at a $10 annual rate so that current members could retain their health insurance benefits.

ARTICLE 6: FUND COLLECTIVE BARGAINING AGREEMENT – AFSCME

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and AFSCME, Council 93, Local 335, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 6 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

ARTICLE 7: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 7 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

ARTICLE 8: FUND COLLECTIVE BARGAINING AGREEMENT – ITWA

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Town Workers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting
PERSONNEL BOARD RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 8 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

FINANCE/BUDGET ARTICLES

ARTICLE 9: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)

To see if the Town will vote to accept, for Fiscal Year 2006, the provisions of Section 4 of Chapter 73 of the acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 54% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 9 Explanation: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2005 the cumulative increase above the statutory limit was 49%.

ARTICLE 10: APPROPRIATE FOR SENIOR CORPS PROGRAM

To see if the Town will vote to raise and appropriate the sum of $10,000 for the purpose of conducting the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 10 Explanation: In fiscal year 1996, the Town initiated a program (previously called the Property Tax Work-off program) whereby qualified elderly and disabled property owners could work up to 100 hours for the Town. In turn, the individuals are paid approximately $724 that is applied to their property tax bill. Eligible individuals are entitled to one payment per fiscal year. Due to an increasing volume of participants, the funding request has been increased from $7,500 to $10,000.

ARTICLE 11: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and appropriate the sum of $100,000 for the purpose of funding compensated absences provided by personnel policy or collective bargaining agreement, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 11 Explanation: The purpose of this Article is to fund the Town's employee sick leave and, in some cases, vacation liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service.

ARTICLE 12: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION

To see if the Town will vote to raise and appropriate the sum of $8,000 for a hazardous waste collection day, said sum to be spent under the direction of the Town Manager and raised from Solid Waste Recycling Receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 12 Explanation: The DPW has been conducting hazardous waste collection days for the past nine years. This appropriation will allow the Town to conduct one hazardous waste collection day in fiscal year 2006.

ARTICLE 13: APPROPRIATE THE FY 2006 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $85,000, from the Landfill C&D Fund in the amount of $20,000, from Overlay Surplus in the amount of $400,000, and from amounts reserved for debt exclusion offset in the amount of $61,729; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted as shown on pages 9-13.

ARTICLE 14: APPROPRIATE THE FY 2006 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
1001	Salaries	441,847	480,376	508,017
1002	Purchase of service	914,406	956,200	978,200
1003	Expenses	111,846	128,230	128,230
1004	Capital Outlay			
1005	Debt Service	256,766	217,000	229,697
1006	Reserve Fund	0	45,000	45,000
	Total	1,724,974	1,826,806	1,889,144

And that $570,000 be raised from the tax levy and transferred to the RTS Enterprise Account; or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 14 Explanation: The Solid Waste and Recycling budget is funded through a combination of property tax revenues and user fees.

ARTICLE 15: APPROPRIATE THE FY 2006 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
2001	Salaries	473,249	520,042	530,936
2002	Purchase of Service	118,049	139,629	147,329
2003	Expenses	60,715	67,258	67,258
2004	Capital outlay		25,000	25,000
2005	MWRA assessment	4,646,630	4,765,682	4,703,106
2006	Debt service	1,055,001	1,088,010	1,088,010
2007	Reserve Fund		35,000	35,000
	Total	6,353,644	6,640,621	6,596,639

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 15 Explanation: The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the entire cost of operations.

ARTICLE 16: APPROPRIATE THE FY 2006 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
3001	Salaries	708,452	823,773	848,577
3002	Purchase of service	359,178	350,752	374,952
3003	Expenses	322,135	396,470	396,470
3004	Capital outlay	19,690	20,000	20,000
3005	MWRA assessment	1,060,548	793,683	360,859
3006	Debt service	1,105,601	1,105,601	1,105,601
3007	Reserve Fund		75,000	75,000
	Total	3,575,604	3,574,879	3,181,459

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 16 Explanation: The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

ARTICLE 17: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, appropriate, and/or transfer the sum of $17,648 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of

Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 17 Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time as the fund grows and is supported it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The balance in the fund is $50,000. This appropriation request is possible at this time due to the sale of surplus equipment, a non-recurring source of revenue.

ARTICLE 18: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate $1,150,000 pursuant to Massachusetts General Laws, Chapter 44B from the estimated FY 2006 Community Preservation Fund revenues or to set aside for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$ 57,000
B. Debt Service	$ 0

Reserves:

C. Community Preservation Fund Annual Reserve	$745,000
D. Community Housing Reserve	$116,000
E. Historic Resources Reserve	$116,000
F. Open Space Reserve	$116,000;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 18 Explanation: The Community Preservation Act was adopted at the 2004 Annual Town Meeting under Article 59 and by the voters at the November 2, 2004 election. The effective date of the Act is July 1, 2005. This Fund receives monies through a 2.0% annual surcharge on local real estate property tax bills with certain exemptions, and makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Trust Fund. The Community Preservation Fund may be used to acquire, create and preserve open space; acquire, preserve, rehabilitate and restore historic resources; create, preserve and support affordable housing; acquire, create and preserve land for recreational use; and for administrative and operational expenses of the Community Preservation Committee (CPC) not to exceed 5% of the annual revenue estimate. Any expenditure of Community Preservation Fund monies must be both recommended by the CPC and approved by Town Meeting. The law requires that at least 10% of the revenue must be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation; and open space. Therefore, if there is no specific project being recommended by the CPC to meet the minimum spending allocation for required categories, the Town must transfer at least the minimum allocation to the reserve.

ARTICLE 19: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2005:

Revolving Fund	Authority to Spend	Revenue Source	Use of Fund	FY2006 Budget
School Busing	School Committee	Fee Based Busing Program Receipts	Transportation of students to and from School	$500,000
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	$3,000
Human Rights Committee Invest. Account	Town Manager	MCAD	Costs related to the Investigation of MCAD Complaints	$2,000
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	$1,000
Youth Services Activities	Youth Commission Director	Program Receipts	Costs related to youth service and community programs	$25,000
Health Department Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	$10,000

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 19 Explanation and Summary of G.L. Chapter 44, Section 53E ½: A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to G.L. Chapter 59, Section 23.

ARTICLE 20: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the

expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 20 Explanation: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. In fiscal year 2005, the Town was allocated $559,799 in Chapter 90 funding.

ARTICLE 21: TRANSFER OF BUDGETARY FUND BALANCE

To see if the Town will vote to transfer $3,260,346 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2006; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANACE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 21 Explanation: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2004.

CAPITAL IMPROVEMENT BUDGET ARTICLES

ARTICLE 22: APPROPRIATE FOR AMBULANCE/FIRE RESCUE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $192,850 for the purchase of an Ambulance/Fire Rescue, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 22 Explanation: Fire Rescue #2, the Town's backup ambulance, will be 14 years old at the time of replacement in fiscal year 2006. Rescue #1 will be eight years old. By replacing Rescue #2, the Department can increase the life expectancy of Rescue # 1 by placing it in ready reserve as a back up unit. In addition, the acquisition of a new ambulance will allow the Department to provide the public with newer and more technologically advanced equipment than is now available. With a five-year replacement schedule, the Department will be able to achieve a life expectancy of ten years per unit (five years on the front-line and five years in reserve).

ARTICLE 23: APPROPRIATE FOR POLICE PHOTOGRAPHY EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $32,863 to purchase photography equipment for the Police Department, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 23 Explanation: This article will fund the acquisition of a digital imaging product that will interface with existing public safety applications, thereby reducing the need for multiple data entry of information about arrested persons, and at the same time integrating digital photographic images (mug-shots) with the record information that is maintained on the public safety AS400. This application also includes future

expandability to support the "live scan" fingerprint technology that is becoming the law enforcement standard that will replace the "inking and rolling" method of collecting fingerprints.

ARTICLE 24: APPROPRIATE FOR MUNICIPAL BUILDING MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $245,000 for the Municipal Building Maintenance Program, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted in the amount of $220,000

Article 24 Explanation:

Flooring Replacement
This request is part of a multi-year plan to systematically address the need to remove asbestos flooring in school buildings. In most cases, the worn flooring is comprised of asbestos containing floor tiles or carpeting glued directly to asbestos containing floor tiles. In all cases, the flooring is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. This program is directed toward those schools not slated for renovation work in the near future, or for emergency repair areas. FY06 funding will be used to replace all remaining asbestos containing floor tile at the Hillside Elementary School (the remainder of the upper level corridor and several classrooms). FY04 funding was used to replace asbestos containing floor tile in part of the upper level corridor and several adjacent classrooms at the Hillside Elementary School. FY05 funding was used to replace asbestos containing floor tile in the lower level corridor and cafeteria at the Hillside Elementary School.

Exterior Painting
This request will fund the complete exterior painting of the Mitchell Elementary School and the Daley Maintenance Building including corroded window frames, peeling wooden trim and window sill components, deteriorated facia boards, doors, and miscellaneous building envelope components. The project includes partial lead abatement as well as carpentry work to replace rotted wooden trim components. The Mitchell Elementary School exterior was last painted during the summer of 1997. The Daley Maintenance Building exterior was last painted during the summer of 1990.

Interior Painting
This request is part of a multi-year plan to systematically address the need for the maintenance of interior spaces in schools and municipal buildings. The amount appropriated in the annual operating budget of the Municipal Building Maintenance Department has been insufficient to address the overwhelming amount of work needed. FY06 funding will be used to paint interior spaces at the Mitchell Elementary School, Newman Elementary School, High School (restrooms only), and the Pollard Middle School. FY05 funding was used to paint interior spaces at the Hillside Elementary School, Pollard Middle School, Mitchell Elementary School, Newman Elementary School, and the High School. FY04 funding was used to paint interior spaces at the Pollard Middle School, Fire Station #1, Mitchell Elementary School, and the Newman Elementary School.

ARTICLE 25: APPROPRIATE FOR THE HILLSIDE SCHOOL MEDIA CENTER

To see if the Town will vote to raise and/or transfer and appropriate the sum of $87,210 for repairs to the Hillside School Media Center, to be spent under the direction of the Town Manager/School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 25 Explanation: This request allocates $42,210 to update and reconfigure the shelving and furniture at the Hillside School Media Center (library), and $45,000 to provide needed maintenance/repair. A similar project was completed in FY05 at the Mitchell School. This proposal would replace the perimeter and free-standing shelving at the Center, which dates back to the mid-1960's, and which is inadequate for current needs, bent and rusted. Since the Media Center houses the school's technology lab, the shelving also will be reconfigured to accommodate two instructional programs simultaneously. Student worktables and chairs would be replaced, and two interactive whiteboards purchased, one for each teaching station. Additionally, this request funds painting, re-carpeting, window shade installation, window glass replacement, ceiling fan replacement and electrical and lighting upgrades.

ARTICLE 26: APPROPRIATE FOR POLLARD TECHNOLOGY UPGRADE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $187,775 for the replacement and/or upgrade of all or portions of the Pollard Data Network to be spent under the direction of the School Committee and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 26 Explanation: This request addresses the need to upgrade and/or replace all or portions of the Pollard Data Network. The network, which is ten years old, was designed and installed with limited resources as part of the Pollard renovation project (1993-1995.) The network, which was never certified at the conclusion of the project, was under-built for future requirements, speed and capacity. (In 1995, the Internet was barely in use in the schools.) Currently, the network supports 230 computers and 1,200 users of a variety of educational applications and several web-based administrative applications for SPED and student information management (including grading and attendance.) Network slow-downs and lock-ups occur on a daily basis. Although problematic and insufficient wiring is the suspected cause of the difficulties, work currently is being performed to isolate and identify the exact nature of the infrastructure work to be done. The budgeted amount anticipates full renovation of the network, although the scope of the project may be narrower, when the network assessment is completed.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

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ARTICLE 27: APPROPRIATE FOR SCHOOL PHOTOCOPIER EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $40,000 for the purchase of School photocopier equipment, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 27 Explanation: This request represents third-year funding of a regular replacement cycle for photocopiers within the School Department. The School Department owns 34 copy machines and six risographic (RISO) machines, 15% of which will be six to eight years old in FY06. The FY06 request will replace six photocopy machines. (FY04 funding replaced nine copiers and FY05 funding replaced five copiers and one RISO machine.) Copiers, which are expensive and complicated digital machines, are heavily utilized within the School System by teachers and administrative staff. The oldest machines are inefficient copy makers, need constant maintenance and repair, and generally cost more to service than they are worth.

ARTICLE 28: APPROPRIATE FOR SCHOOL DISTRICT TECHNOLOGY REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $187,000 for School District technology replacement, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 28 Explanation: This request will upgrade 10% of the School Department's computer and printer inventory to accept new software applications, to standardize the operating system, and to provide access to Internet resources, on a six to seven year replacement cycle. The bulk of this request, which targets the Pollard and Mitchell Schools, replaces workstations and peripherals in the following instructional areas: computer labs, school media centers, classrooms, special education programs, and tutorial areas. The request also includes upgrades for administrative computers and upgrades for administrative software.

ARTICLE 29: APPROPRIATE FOR SCHOOL FURNITURE AND EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $52,050 for School District furniture and equipment replacement, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 29 Explanation: This second-year funding request replaces furniture at school buildings, which have not undergone, or are scheduled to undergo, major/renovation or repair projects. In addition, it provides ongoing funding to replace expensive musical instruments such as pianos, bass clarinets, etc., which students are not expected to purchase, and which are now between 30-40+ years old. Classroom furniture at Hillside, Mitchell, Newman and Pollard Schools is heavily utilized, and often in a state of disrepair after decades of heavy use. The first year funding in FY05 provided $7,730 to replace furniture in two Pollard classrooms; $5,635 to replace music stands, storage tables, storage units, dry erase boards and folding chairs at Mitchell School; $2,455 to provide Grade 2 classroom furniture at Newman, and $4,620 to replace administrative furniture, district-wide. In FY06, the request would accelerate furniture replacement at Pollard from 2 classrooms per year to 5 ($18,750), add whiteboards in 5 Pollard classrooms ($2,700), and replace furniture in three elementary classrooms at Hillside, Mitchell or Newman Schools ($15,600.) Additionally, the request would provide $15,000 to refurbish the Steinway Grand Piano at Needham High School. (In FY05, the following instruments were replaced: Hillside piano, and the following High School instruments: bass clarinet, 2 cellos, snare drum, orchestra bells, piccolo, cymbals, jazz bas, bass drum and baritone sax.) The Director of Fine and Performing Arts estimates that a ten-year musical instrument replacement cycle of $15,000/year, will provide the children of Needham with resources to last the next 25+ years.

ARTICLE 30: APPROPRIATE FOR SCHOOL LUNCH COMPUTER SYSTEM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $32,600 for purchase of a School lunch computer system, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 30 Explanation: This request would purchase a computerized cash register system for the cafeterias at the Pollard Middle School, and the Hillside, Mitchell, and Newman Elementary Schools. (The system currently is installed at the Broadmeadow and Eliot Schools, and would be installed at the High School during that school's renovation project.) The Point of Sale system stores student eligibility information

and instantly processes students through the cashier station based on a PIN code, on-line roster, or ID card. The system also tallies meals (required for federal reimbursement,) transmits data to the Food Service Director, creates necessary lunch program reports, and integrates with the Food Service nutrient analysis database for inventory and menu planning purposes. Benefits include: faster meal service (more time for students to eat, less time standing in line); more accurate accounting of meals and sales; instant and accurate financial reports; parents' ability to access student account information; parents' ability to decide how student balances can be spent; access to food allergy information for individual students; faster payments for faculty (who can have an account on the system); and more unified and streamlined food service operations. This request would fund system software, hardware, initial installation and training.

ARTICLE 31: APPROPRIATE FOR RIDGE HILL REHABILITATION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $126,875 for repairs to the buildings at the Ridge Hill Reservation, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 31 Explanation: This request will fund several long overdue maintenance and repair items at the Ridge Hill facility that comprises three buildings (two houses and a garage) and serves as a conference and function facility under the administration of the Conservation Commission. The Ridge Hill facility has had only a nominal maintenance budget that covers little beyond utilities, custodial supplies, and essential maintenance (boiler/burner repair, grounds upkeep, fire alarm service, etc.) for many years. Items of work include roof repair and partial replacements, drainage improvements, exterior painting, chimney repointing/masonry repair, storm and screen door replacements, kitchen flooring replacement, and furniture replacements (tables/chairs).

ARTICLE 32: APPROPRIATE FOR REPAIRS TO PARK BUILDINGS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $60,000 for repairs to park buildings, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 32 Explanation: This project is the first year of a two-year project to make improvements to park buildings including Claxton, Cricket, and Mills Fields. In FY06, improvements to Claxton will include the renovation of public restrooms, making them ADA accessible with water economic fixtures. Windows and doors will be replaced, and the building will be insulated to conserve energy. The Claxton Building is also used by DPW Parks and Forestry staff year-round for maintenance work and storage.

ARTICLE 33: APPROPRIATE FOR ATHLETIC FACILITY IMPROVEMENT PLAN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $35,000 for an athletic facility improvement plan, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 33 Explanation: The Board of Selectmen created a committee to study the number and quality of playing fields in the Town. The Committee has identified the creation of synthetic turf fields as a means of improving quality and access to playing fields and determined that the most appropriate location would be DeFazio Park. The committee further recommends that a master plan of DeFazio Park be created to determine optimal location. The Department of Public Works has developed a maintenance plan, consisting of new or total reconstruction, renovation, irrigation and drainage improvements, and equipment replacement/repair (bleachers, fences/backstops, player benches and miscellaneous equipment) for fields, ball diamonds, tennis and basketball courts. A five-year funding schedule is proposed, and would likely require a proposition 2 ½ override for funding. The current proposal would allocate $35,000 to supplement private funding that has been raised for the purpose of creating a master plan for DeFazio Park.

ARTICLE 34: APPROPRIATE FOR ROSEMARY POOL BATHHOUSE REPAIRS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $70,000 for repairs to the Rosemary Pool Bathhouse, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 34 Explanation: This project will provide interim repairs to the pool site prior to the funding of a full-scale renovation. The comprehensive pool renovation project would consist of renovations to the pool and beach area; partial disconnect form the lake; renovations to the bathhouse building; and creation of a paved parking area. Proposals for the building and parking area would be altered if a proposed building/parking garage were to be located on the site. Interim repairs, which would be funded by this project, include interior repairs to the bathhouse, handicap bathroom renovation, and the construction of a shade structure.

ARTICLE 35: APPROPRIATE FOR COMPUTER NETWORK UPGRADE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $123,000 for computer network upgrade, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 35 Explanation: The Town of Needham has a town wide fiber network connecting all municipal and school buildings. This network carries all data transmissions throughout the town for all applications, including school systems, financial systems and public safety systems. This network requires many switches and hubs to complete full access to all building and departments. These electronic and fiber devices are located in all town buildings, and do not last indefinitely. When they do fail, all access to that department or building is terminated. This access includes all email, Internet, and financial applications located on the IBM AS/400 computer, as well as communication links for all Public Safety applications. Network application servers are a major piece of this network and are included as part of this update. The replacement cycle is necessary to properly maintain the system.

ARTICLE 36: APPROPRIATE FOR FACILITY MASTER PLAN FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $100,000 for a municipal operation location feasibility study, to be spent under the direction of the Permanent Public Building Committee/Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 36 Explanation: This article will fund a feasibility study to evaluate the needs of municipal departments including, at a minimum, those in the School Administration Building, Town Hall, and the Department of Public Works. The study will evaluate the optimal location of municipal departments, evaluate disposition and reuse options for the Emery Grover Building, evaluate renovation, rebuild and relocation options for the Town Hall, DPW Administration and DPW garage, and review use of alternative facilities for municipal office location. The review will consider future projects, including a second middle school and senior center, in the development of recommendations. The Emery Grover and Town Hall are both over 100 years old. The DPW building is a combined garage and office building. These buildings have insufficient office and work space and inadequate parking especially at Town Hall. None of these buildings is fully accessible to persons with disabilities, and the Emery Grover building is completely inaccessible. The current configuration is not conducive to current or proposed departmental restructuring or realignment. Air quality issues, particularly at the DPW, have been an on-going concern, and structural issues are a major concern at the Emery Grover and Town Hall.

ARTICLE 37: APPROPRIATE FOR ROADS, BRIDGES AND INTERSECTIONS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $568,400 for road, bridge and intersection improvements and reconstruction, including engineering and design and construction administration, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 37 Explanation: This request supports the Town's road, bridge, and intersection repair and reconstruction program. The funds would be used to perform some of the following: reconstruction of roads, bridges and intersections performed on the basis of priorities and conditions at the time of funding; extraordinary repairs to both local and Chapter 90 eligible roads; and street resurfacing on local and/or Chapter 90 roads to improve the structural and surface integrity of the Town's network of accepted streets, including leveling, structural overlays, utility adjustments, minor drainage improvements and curbing.

ARTICLE 38: APPROPRIATE FOR SIDEWALK REPAIR AND RESURFACING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $223,300 for sidewalk repair and resurfacing, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 38 Explanation: There are over 160 miles of sidewalks in Needham, of which, 52 miles are designated as school walking routes. Over half of the sidewalks require significant work and do not comply with ADA/AAB laws and regulations. The funds are intended for sidewalk repairs on Hillside Avenue, from Hunnewell Street to Webster Street (East side), Glen Gary Road, Castle Place, & McCulloch Street (to construct a school drop off area). This program will also fund AAB/ADA corner reconstruction based on priorities and conditions at the time of funding.

ARTICLE 39: APPROPRIATE FOR MUNICIPAL VEHICLES AND EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,950 for vehicle and equipment replacement, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 39 Explanation: The DPW Vehicle and Equipment replacement list for all items scheduled for replacement in FY06 or earlier is well in excess of $3 million, and has been pared down to the most urgently needed items. Items recommended for funding in FY06 include: three power assisted loader mounted snow plows, two pick-up trucks, a dump truck, and a cargo van.

ARTICLE 40: APPROPRIATE FOR BROOK AND CULVERT REPAIR

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for repair and maintenance of brooks and culverts, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted in the amount of $25,000

Article 40 Explanation: This is a request for funding as part of an on-going effort to clean brooks throughout Town and repair culverts/retaining walls in the brooks. During severe storms, there are numerous incidents of flooding in residential areas. The flooding conditions are largely the result of blockages of waterways due to the failure of retaining walls and the clogging of waterways with vegetation and silt. These conditions have occurred due to the lack of manpower for routine maintenance of these waterways. A major effort is needed to continue to address this problem. The next round of work is proposed to continue Alder Brook and culverts from the Charles River, off of South Street, to Warren Street.

ARTICLE 41: APPROPRIATE FOR EPA STORM DRAIN IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $24,000 for improvements to the storm drainage system, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 41 Explanation: In 1995, the DPW was under order from the EPA to undertake a storm water discharge investigation for all discharges to the Charles River. Discharges identified in this investigation were pursued and improvements undertaken to eliminate them in 1996 and 1997. This led to the Town's entering into a Memorandum of Understanding with the EPA to undertake a Town-wide investigation and the development of a storm water master plan. Incorporated into this master plan are improvements to the storm drainage system to improve the quality of the water discharged. Proposed projects include Rosemary Glen (Perry Gorge) and the DPW facility at 470 Dedham Avenue.

ARTICLE 42: APPROPRIATE FOR EPA STORM WATER EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $14,000 for stormwater maintenance equipment, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 42 Explanation: The DPW's EPA Storm water Discharge Permit (NPDES-Phase II) allows the Town to discharge storm water into the brooks, streams, wetlands and other waters of the Commonwealth. This permit is a comprehensive multi-year program that requires the Town to demonstrate to the EPA that the Town is meeting its permit requirements. The program addresses six minimum control measures through the application of Best Management Practices (BMP) for each measure. The current request is for sampling testing equipment. The type of equipment needed to maintain the Town's system in order to meet the new requirements is more sophisticated than the Town currently possesses. Sampling and testing equipment will also play a major role in developing baseline data to demonstrate measurable improvements in water quality as the program progresses.

ARTICLE 43: APPROPRIATE FOR STREET NAME SIGN REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $39,000 for street name sign replacement, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 43 Explanation: This program is for the replacement of street signs and poles at intersections of commuter roads (Phase 1) and local roads directly intersecting with commuter roads (Phase 2). Phases 1 and 2 will replace about 50% of the Town's existing street signs. The new standard street signs are over 50% larger and are made of highly reflective material. The new signs are much easier to read, especially at night. The cost includes all materials and labor to install the poles and signs at over 400 locations. The improved visibility of street signs will greatly improve traffic flow and public safety. The new signs will meet the new Federal mandated guidelines.

ARTICLE 44: APPROPRIATE FOR RTS CONTAINERS AND TRAILERS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $60,100 for RTS container and trailer replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that $60,100 be transferred from RTS enterprise fund retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 44 Explanation: In addition to the annual request for the replacement of one transfer trailer, the RTS is seeking to begin retiring and replacing the various roll-off containers. These containers are used to collect the Municipal Solid Waste (MSW) as well as the recyclables such as newspaper, corrugated cardboard, and commingled containers. In 1998, when the Pay-Per-Throw system was initiated, the drop-off location was expanded. Additional containers were acquired to supplement the existing complement. Some of the original containers date back to 1985 and have become too difficult to keep in operating condition. This request would begin the process of replacing the containers that are in poor condition. The six transfer trailers are replaced on a rotating basis. As new trailers are acquired, the trailer in the poorest condition is retired. The newest trailers are used to haul municipal solid waste to Millbury. The older trailers are assigned to the lighter duty and less demanding hauling of recyclables.

ARTICLE 45 APPROPRIATE FOR RTS SCALE REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $83,230 for replacement of the RTS scale, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 45 Explanation: The weigh scale at the RTS is a pit style scale. It was installed as part of the original Transfer Station construction in 1988. It measures the weight of all incoming and outgoing material handled at the facility. Primarily it is used to weigh the MSW disposed of by private waste haulers serving Needham residents as well as bulk waste brought in by residents. This scale accounts for approximately $400,000 in revenue from those sources. With no working scale, the RTS stands to lose nearly $8,000 per week. It is important to keep this piece of equipment working properly so as to not diminish this revenue source. As this scale has gotten older, it has become more difficult to maintain the calibration. The steel in the pit supporting the scale deck has begun to rust and weaken, affecting the reliability of the scale's performance.

ARTICLE 46: APPROPRIATE FOR SEWER SYTEM INFLOW PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $26,000 for a sewer system inflow education program, to be spent under the direction of the Town Manager and to meet this appropriation that $26,000 be transferred from sewer enterprise fund retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 46 Explanation: The Town of Needham, along with many other communities, is under an Administrative Order from DEP to remove sources of infiltration and inflow (I&I) from the sewer system. As a result of the Order, the Department of Public Works conducted a town wide analysis of the sewer system and created a Sewer Master Plan. The removal of inflow is proposed to proceed in stages starting with an education campaign, preliminary engineering, design and rehabilitation construction. Much of this work may include extending the storm water drainage system to accept groundwater from household sump pumps. Needham's most significant problem is believed to be from these private sources. The first year of the program is proposed to begin with an education and information campaign to inform and prepare homeowners for potential enforcement actions by the Town, the MWRA, the DEP, and the EPA. The education campaign is proposed to extend over a three-year period in order to reach as many residents as possible prior to the preliminary engineering phase.

ARTICLE 47: APPROPRIATE FOR SEWER SERVICE CONNECTION INSTALLATION AND REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for sewer service connection installation and replacement, to be spent under the direction of the Town Manager and to meet this appropriation that $25,000 be transferred from sewer enterprise fund retained earnings; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 47 Explanation: There are still homes that are not connected to the Town's sewer system. Should their septic systems fail, they could be ordered to connect to the Town's system due to health reasons regardless of any moratorium on excavations in effect at the time. With the initiation of the Town's Road Reconstruction/Resurfacing Program, this may result in excavations into the Town's newly paved roadways. The cost for these service installations are not considered to be a Chapter 90 reimbursement eligible expense and therefore must be locally funded. Homeowners will continue to be encouraged to connect prior to the project start. However, for those homeowners who do not connect, a partial connection within the right-of-way will be installed. There is a corresponding request for water service connections.

ARTICLE 48: APPROPRIATE FOR SEWER MAIN RELOCATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $3,045,000 for sewer main relocation and installation, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 48 Explanation: The wastewater discharging to the Reservoir Street "B" Wastewater Pumping Station and the Kendrick Street Wastewater Pumping Station originates from both the east and west sides of Route 128. There are four separate gravity mains and two sewer force mains carrying sewage beneath the layout of Route 128. On five separate occasions in the past 20 years, the force mains have failed, costing hundreds of thousands of dollars to repair. The Route 128 Transportation Improvement Project (also known as the "Route 128 Add-A-Lane Project") will result in the Town's having to spend even larger sums of money should these pipes continue to break. A feasibility study has been completed to determine the most cost efficient way to consolidate the length and number of crossings needed to transfer sewage from one side of Route 128 to the other. Three crossings have been identified and design plans are proposed for January 2005. A fourth crossing at Great Plain Avenue could not be analyzed because it was too badly flooded. Additional work will be needed to determine a solution for that crossing. The initially anticipated construction cost for the currently identified work is $4,500,000; however, only $3,045,000 will be needed for the first year. The Route 128 Transportation Improvement Project, which was initially scheduled for the 2007-2010 time frame, is being aggressively pursued. The request for bridge and roadway design bids (Contract V) for the Needham section was let in September 2004. All needed improvements must be completed prior to the State's highway construction work.

ARTICLE 49: APPROPRIATE FOR SEWER PUMP STATION IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $984,550 for renovation and reconstruction of the Great Plain Avenue Sewer Pumping Station, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 49 Explanation: As part of the Sewer Master Plan, several sewage pumping stations were evaluated to determine their physical condition, capacity and potential for handling future sewage flows. The Sewer Master Plan identified seven of the ten Town sewage pumping stations as needing work. The Great Plain Avenue Sewage Pumping Station design is currently being completed and construction is proposed for the summer of 2005. Some building repairs, façade work and landscaping is proposed with the bulk of the work focusing on the pumping and control systems, electrical systems and wet well work. The next station to be addressed is the Reservoir Street "B" station.

ARTICLE 50: APPROPRIATE FOR WATER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $70,000 for water system rehabilitation design, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 50 Explanation: The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. This master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then cross-referenced with work proposed for other utilities, road repairs, or reconstruction. In FY05, portions of Warren Street and Garden Street were identified for design funding. During supplemental investigation, it was discovered that a portion of Warren Street not identified previously was in greater need of replacement. Therefore, the FY05 design funding was dedicated to the full Warren Street replacement design. For FY06, Garden Street will be addressed along with Kimball Street and High Street.

ARTICLE 51: APPROPRIATE FOR WATER SERVICE CONNECTION INSTALLATION AND REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,000 for installation and replacement of water service connections, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 51 Explanation: This program replaces older water service connections containing lead. The primary purpose of the Charles River Water Treatment Facility is to reduce the corrossivity of Needham's water to minimize the leaching of lead from the water pipes and house plumbing. Only the removal of the lead sources will completely assure total compliance. The lead found in water service connections can be eliminated over time by replacing these connections. The DPW integrates this program with the road repair and replacement programs. Service connections are being replaced on streets that have been identified for road improvements. Due to the increased emphasis on the road repair programs, the prior funding levels for this program do not allow the DPW to keep pace with the service replacements. Therefore, the request for FY06 has doubled from $100,000 to $200,000.

ARTICLE 52: APPROPRIATE FOR FIRE HYDRANT REPLACEMENT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $100,000 for replacement of fire hydrants, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 52 Explanation: Similar to the older water pipes and service connections, the Town's fire hydrants are in need of attention. Approximately 300 of approximately 1,200 hydrants are either outdated or function poorly. Many of the outdated hydrants are not gated (i.e. cannot be isolated from the system for repair if damaged or broken) or have lead joints. Several hydrants are replaced annually in conjunction with the water main replacement program. However, this pace is too slow as there are many of these hydrants that will not be addressed for many years. Under this proposal, the Town will replace approximately 50 hydrants per year until complete.

ARTICLE 53: APPROPRIATE FOR WATER SYSTEM IMPROVEMENTS DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for water system improvements design, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 53 Explanation: In FY05, funding was approved to study alternatives for relocating or removing the water mains that are located beneath Route 128. Route 128 is proposed to be reconstructed and an additional lane in each direction will be included. Significant improvements, including a new interchange at Kendrick Street and the replacement of all overpass bridges, are anticipated. Three of the four water mains servicing the east side of the interstate are under Route 128 and one is across the Kendrick Street Bridge. These are being studied to determine the most feasible way to ensure both the reliability of those mains as well as future access for maintenance and repair purposes. The recommended solution will need to be engineered and designed in time to accomplish the recommended work prior to the start of or in conjunction with the start of the Route 128 project. As of this writing, design proposals have been submitted by consultants to the Massachusetts Highway Department. The selected designer will begin work in early 2005.

ARTICLE 54: APPROPRIATE FOR WATER SYSTEM REHABILITATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $913,500 for water system rehabilitation, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 54 Explanation: In FY05, funding was approved for the design of the replacement of a portion of the water system in Garden Street and a portion of Warren Street. The Warren Street portion of the project was originally limited to the replacement of 2,500 feet of water main between Kingsbury Street and Dedham Avenue. During subsequent investigation, it was determined that another portion of Warren Street was older than originally identified and was in poor condition. Therefore, the additional portion of Warren Street was substituted in place of Garden Street. This funding will be used entirely on Warren Street.

GENERAL BY-LAW ARTICLES

ARTICLE 55: AMEND GENERAL BY-LAW/FORM OF GOVERNMENT

To see if the Town will vote to amend the General By-laws of the Town of Needham by:

1. By deleting Section 1.8 of the December 2004 Compilation and renumbering following sections accordingly.

2. By deleting Section 1.12 of the December 2004 Compilation and inserting in place thereof the following:

SECTION 1.11 FINANCE COMMITTEE

1.11.1 There shall be a Finance Committee consisting of nine registered voters, none of whom shall be Town officers, agents or employees (other than Town Meeting Members). The Moderator shall annually appoint three members to serve for three years. Said committee shall choose its own chairman and secretary. Vacancies on said committee may be filled at any time by the Moderator.

1.11.2 The Committee shall have access to all facts, figures, records and other information relating to all Town departments, boards, committees or officers; and such requests for information shall be transmitted to the Town Manager or his or her designee. The Town Manager or his or her designee(s) shall be available to answer questions and provide additional information that the Finance Committee may require in order for the Finance Committee to develop its budget recommendation for Town Meeting. The Town Manager shall report to the Finance Committee whenever the expenditures of any department are exceeding or are likely to exceed its appropriations.

1.11.3 The Finance Committee shall consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon its recommendations as to each article that it finds to have a financial implication. The Committee shall report in print or otherwise to all Town Meetings. For the information of voters, the report of the Finance Committee to the Annual Town Meeting shall be printed, together with the motion substantially in the form to be proposed in connection with each article, in the warrant of said meeting. The Finance Committee's recommendation on the operating budget shall be considered the main motion to be acted on by Town Meeting. In its motion, or motions, the Finance Committee shall divide the proposed appropriation for each department into a sufficient number of items to separate the major classifications of expenditures. The Finance Committee shall transmit its budget for publication by the third Thursday in February.

3. By inserting a new section 1.12 and renumbering following sections accordingly:

SECTION 1.12 PERSONNEL BOARD

1.12.1 The Town Moderator shall appoint the Personnel Board, consisting of five (5) persons for three (3) year overlapping terms. At least two members of the Personnel Board shall be qualified by reason of their experience as human resources executives. Any registered voter of the Town may be appointed to the Personnel Board, provided however, that no Town employee or Town elected official (other than a Town Meeting Member) shall be appointed.

1.12.2 The Personnel Board may retain such clerical and other assistance, and make such expenditures, as it deems necessary to the performance of its duties.

1.12.3 The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. The Personnel Board shall report to the Board of Selectmen and/or Town Meeting as it deems appropriate as to the status of human resource administration in the Town.

1.12.4 If an Article is inserted in the warrant for an Annual or Special Town Meeting with respect to the human resource system of the Town, a copy of such article shall be furnished to the Personnel Board by the Town Manager. The Personnel Board shall report its recommendation to Town Meeting with respect to such article.

1.12.5 The Personnel Board will consult with the Town Manager, the Board of Selectmen and the Finance Committee on a motion to propose appropriations to fund the cost items of collective bargaining agreements. The Personnel Board shall review such agreements and report its recommendations to Town Meeting. The Town Manager shall keep the Personnel Board informed as to the status of collective bargaining and the Personnel Board shall make recommendations to the Town Manager and Board of Selectmen, as it deems appropriate.

1.12.6 At the request of the Personnel Board, the Town Manager shall provide access to all facts, figures, records and other information pertaining to Town departments and positions to the extent that the release of such records is not inconsistent with privacy and confidentiality laws.

1.12.7 The Town Manager shall provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions.

4.

(a) By deleting section 1.13.1 and 1.13.2 of the December 2004 Compilation and renumbering accordingly; and

(b) By deleting the first sentence of Section 1.13.3 of the December 2004 Compilation and inserting in place thereof the following: "When a collective bargaining agreement has been signed by the Town Manager and approved by the Board of Selectmen with any organization of Town employees under Chapter 150E, the Town Manager shall provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request."; and

(c) By deleting in section 1.13.4 of the December 2004 Compilation the words "under Sub-section 1.13.3 above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion" ; and

(d) By deleting in 1.13.5 of the December 2004 Compilation the word "employer" and inserting in place thereof the words "Board of Selectmen"; and

(e) By deleting section 1.13.6 of the December 2004 Compilation .

5. By inserting at the end of the first paragraph of Section 2.1.3 of the December 2004 Compilation the following: "No contract entered into by the Town shall be effective until it shall have been approved as to form by the Town Counsel. The Town Manager will notify the Board of Selectmen in writing when approving a contract in excess of $1,000,000."

6. By deleting in the first and second sentence of the second paragraph of Section 2.1.3 of the December 2004 Compilation the words "and all of its departments are" and inserting in place thereof the word "is".

7. By renaming Section 2.2 "Administration," and by deleting Section 2.2.1 of the December 2004 compilation and renumbering following sections accordingly.

8. By inserting a new Section 2.2.1 as follows and renumbering accordingly:

2.2.1 Operating Budget The Town Manager shall issue budget guidelines and instructions for departments to submit their spending requests for the ensuing fiscal year. The Town Manager, after consultation with the Board of Selectmen, shall, not later than the third Tuesday in December, present a proposed budget for the ensuing fiscal year, including the submitted budget of the School Department, to the Board of Selectmen and the Finance Committee. Said proposed budget shall include the estimates of Town revenues and proposed expenditures of all Town departments, including debt service and other amounts required to be raised for the ensuing fiscal year. The Town Manager may amend or otherwise revise revenue estimates as may be warranted. All such revisions shall be provided to the Board of Selectmen and the Finance Committee in writing.

10. By inserting a new Section 2.2.2 as follows and renumbering accordingly:

2.2.2 Capital Improvement Budget

2.2.2.1 All boards, departments, committees, commissions and officers of the town shall annually, at the request of the Town Manager, submit to him or her in writing a detailed estimate

of the capital expenditures required for the efficient and proper conduct of their respective departments and offices for the ensuing fiscal year and the four year period following thereafter. The Town Manager, after consultation with the Board of Selectmen, shall submit in writing to the Board of Selectmen a careful, detailed estimate of the recommended capital expenditures for the aforesaid periods, showing specifically the amount necessary to be provided for each office, department and activity and a statement of the amounts required to meet the debt service requirements or other indebtedness of the Town. The Selectmen shall transmit a copy of the capital budget to the Finance Committee along with the Board of Selectmen's recommendations relative thereto. The Selectmen shall transmit the capital budget to the Finance Committee no later than the first Tuesday after the first Monday in January.

2.2.2.2 A capital expenditure is defined as the acquisition, construction, renovation, betterment or improvement involving land, public buildings and facilities; water and sewer system laterals, mains, and appurtenances; and equipment or vehicles; provided the cost is $25,000 or more and the improvement will have a useful life of five years or more; or any planning, feasibility, engineering or design study in preparation for such capital expenditures.

2.2.2.3 The Capital Improvement Plan shall include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates, methods of financing, and recommended time schedule; and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year and the ensuing four years of the plan are included for planning purposes.

11. By deleting in the first sentence of section 2.2.2 of the December 2004 Compilation the words "act as Town agents and have authority as agents and officers of the Town to" and "and employ" and by inserting at the end of the section the following: "Town Counsel shall have the authority to engage the services of attorneys to assist in carrying out the duties of the office."

12. By deleting Section 2.2.4.1 of the December 2004 Compilation and renumbering accordingly.

13. By deleting in subsection (a) of Section 2.2.4.2.2 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

14. By deleting in subsections (c), (e), (f) and (g) of Section 2.2.4.2.2 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Director of Public Works."

15. By deleting Section 2.2.4.2.4 of the December 2004 Compilation and renumbering accordingly.

16. By inserting at the end of the second paragraph of section 2.2.4.2.5 of the December 2004 Compilation the words "each day being a separate offense."

17. By deleting in Section 2.2.4.2.7 of the December 2004 Compilation the words "to the Selectmen" after the words "the Town Engineer shall certify."

18. By deleting in Section 2.2.4.3.2 of the December 2004 Compilation the words "office of the Sewer Department under the care and the custody of the Sewer Commission" and inserting in place thereof the words "Department of Public Works" and by deleting section 2.2.4.3.3 of the December 2004 Compilation and renumbering accordingly.

19. (a) By deleting the title of section 2.2.5 "Data Processing" and inserting in place thereof the title "Information Technology."; and

(b) By deleting in the first sentence of section 2.2.5.1 of the December 2004 Compilation the words a "Data Processing" and inserting in place thereof the words "an Information Technology" and by deleting

in the second sentence the words "Data Processing Center under the control of the Selectmen or their designee" and inserting in place thereof the words "Information Technology Center."; and

(c) By deleting in the first sentence of section 2.2.5.2 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and by deleting in the second sentence the words "Board of Selectmen, through the" and "or their designee."; and

(d) By deleting in subsection (c) of section 2.2.5.3 of the December 2004 compilation the words "the ex-officio members of the Board shall be appointed by the Board of Selectmen to one year terms" and by deleting in subsection (i) of sub section (c) of section 2.2.5.3 of the December 2004 Compilation the words "the Town's Director of Finance" and inserting in place thereof the words "The Town Manager or his or her designee."

(e) By deleting in subsection (2) of Subsection (d) section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen in its" and inserting in place thereof the words "Town Manager in the" and by deleting in subsection (4) of Subsection (d) of Section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Town Manager"; and

(f) By deleting in subsection (e) of section 2.2.5.3 of the December 2004 Compilation the words "one of the ex officio members" and inserting in place thereof the words "a member"; and

(g) By deleting in the title of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting subsection (a) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following: "(a) The Town Manager may appoint a Director of Management Information Systems who shall supervise the daily operation of the Information Technology Center."

(h) By deleting subsection (b) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following "(b) It shall be the responsibility of the Information Technology Center, through the Director of Finance and the Director of Management Information Systems, to provide data processing services for all Town offices and departments to the extent possible and practical. The Information Technology Center will attempt to accommodate all requests from all departments whenever economically feasible and within the limits of the equipment capability and capacity of the Town's resources."

(i) By deleting subsection (c) of section 2.2.5.4 of the December 2004 Compilation and renumbering accordingly.

(j) By deleting in subsection (d) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology."

(k) By deleting in subsection (e) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting the words "Manager of Operations" and inserting in place thereof the words "Director of Management Information Systems."

(l) By deleting in subsection (a) of Section 2.2.5.5 of the December 2004 Compilation the word "is" after the word "Center" and insert in place thereof the word "are."

19. By deleting in Section 2.2.6 of the December 2004 Compilation the word "may" and inserting in place thereof the word "shall" and by deleting the words "provided an appropriation is made therefor."

20. By deleting section 2.3 of the December 2004 Compilation and renumbering accordingly.

21. By deleting in the fourth and fifth lines of Section 2.4.1 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

22.

(a) By inserting a new Section 2.6 Public Facilities and transferring the entire section 2.7.2 of the December 2004 Compilation (Permanent Public Building Committee, sections 2.7.2 through 2.7.2.16) as part of this section, and renumbering accordingly.

(b) By deleting sections 2.7.2, 2.7.2.1, 2.7.2.2 of the December 2004 Compilation and renumbering accordingly, and inserting in place thereof the following:

SECTION 2.6 PUBLIC FACILITIES

2.61 Public Facilities Department There is hereby established a Department of Public Facilities under the authority of the Town Manager, which shall be responsible for the care, maintenance, and repair services for each building owned by the Town (including all functions previously under the jurisdiction of the Municipal Building Maintenance Board.) The Department shall also be responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town, except for projects deemed to be under the jurisdiction of the Permanent Public Building Committee as provided by below, for which the Public Facilities Department will provide support.

2.6.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.6.2.1 The Committee shall consist of the Town Manager or his or her designee and six additional members appointed by majority vote of an appointing authority. The appointing authority shall consist of the Moderator, the Chairman of the School Committee, the chairman of the Board of Selectmen, the Chairman of the Board of Library Trustees, and the Chairman of the Park and Recreation Commission.

2.6.2.2 Each of the members appointed by the Appointing Authority shall be a registered voter of the Town of Needham. No member appointed by the Appointing Authority shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except Town Meeting.

2.6.2.3 The members appointed by the Appointing Authority shall include a commercial general contractor, an architect, an engineer, and an attorney at law, if qualified individuals with the necessary expertise are available for appointment; otherwise the Appointing Authority shall have the discretion to appoint an individual meeting the qualifications set forth in 2.6.2.2 with construction, engineering, or accounting experience.

2.6.2.4 The Town Manager, if a member, shall serve ex officio. A member serving as the designee of the Town Manager shall serve at the discretion of the Town Manager. Members appointed by the Appointing Authority shall serve for terms of three years.

2.6.2.5 The Appointing Authority shall, following the effective date of this section, appoint members of the Committee as follows: Two members for one year, two members for two years and two members for three years. Upon the expiration of a term, future appointments shall be for terms of three years, except that if a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired portion of that term. Expiring terms shall end on December 31 of each year. A member may hold his or her seat after his or her term expires until a successor is qualified.

(c) By deleting in subsection (m) of section 2.7.2.3 of the December 2004 Compilation the words "The project manager shall report to the Committee."; and deleting in section 2.7.2.4 of the December 2004 Compilation the sum "$100,000" and inserting in place thereof the sum "$500,000" and deleting in section

2.7.2.4 of the December 2004 Compilation the words "The Committee shall serve as the Awarding Authority for all projects under its jurisdiction" and the words "to a User Agency."

(d) By inserting in section 2.7.2.7 of the December 2004 Compilation after the words "the Committee shall" the words ", subject to appropriation," and deleting after the words "construction of projects" the words "and subject to appropriation,".

(e) By deleting in section 2.7.2.9 of the December 2004 Compilation after the words "Prior to the commencement of a feasibility study, the feasibility study funding shall be" the words "reviewed and approved by the Town's capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(f) By deleting in section 2.7.2.10 of the December 2004 Compilation after the words "the final design scope of work and its funding shall be" the words "reviewed and approved by the capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(g) By deleting in subsection (1) of section 2.7.2.15 of the December 2004 Compilation the words "Town's Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department" and deleting the words "said Board" and inserting in place thereof the word "Department" and deleting in subsection (2) of section 2.7.2.15 of the December 2004 Compilation the words "Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department."

23. By deleting in Section 2.7.3 of the December 2004 Compilation the words "oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to"

24. By deleting in Section 2.8.1 of the December 2004 Compilation the word Librarian and inserting in place thereof the words "Director of the Public Library" and deleting in section 2.8.2 of the December 2004 Compilation the words "Town Librarian" and inserting in place thereof the words "Director of the Public Library."

25. By deleting Section 2.12 of the December 2004 Compilation and renumbering accordingly.

26. By deleting Section *3.1.6 of the December 2004 Compilation.

27. By deleting Section *3.1.11 of the December 2004 Compilation.

28. By deleting Section 3.2.2 of the December 2004 Compilation and renumbering following sections accordingly.

29. By deleting Article 8 of the December 2004 Compilation in its entirety and renumbering the following sections accordingly.

Or take any other action relative thereto.
INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 55 Explanation: At the 2004 Annual Town Meeting, The Board of Selectmen recommended a proposal to restructure the Town government. The main features of the restructuring proposal included: replacing the position of Town Administrator with that of a Town Manager with greater appointing and supervisory authority; assigning responsibility to the Town Manager for initial preparation of a recommended town-wide budget each year; and regrouping the functions of the Permanent Public Building Committee and the Municipal Building Maintenance Board. The creation of the Town Manager position was achieved after approval of Town Meeting, the voters, the State legislature and the Governor. The remaining two features of the proposal will be achieved by way of a revision to the General By-Law.

ARTICLE 56: AMEND GENERAL BY-LAW HEALTH REGULATIONS – FINES

To see if the Town will vote to amend its General By-law by deleting sub section B of Section 9.2.2.7 and inserting in place thereof the following:

B. Nuisance and General Sanitation – Article 4

Enforcement Agent: Health Director, Environmental Health Agent and Public Health Nurse

Fine Schedule:
First Offense – fifty dollars ($50)
Second Offense – one hundred dollars ($100)
Third Offense- two hundred dollars ($200)
Fourth and Subsequent Offenses – three hundred dollars ($300)

Or take any other action relative thereto.

INSERTED BY: Board of Health
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 56 Explanation: The Board of Health recently revised its regulations for the control of Public Nuisance. The proposed revision to the By-law would raise the associated fines to the maximum level allowed in order to protect the public health of the citizens of the Town.

ARTICLE 57 AMEND GENERAL BY-LAW FIRE DEPARTMENT REGULATIONS

1. To see if the Town will vote to amend Section 4.3 by inserting a new section 4.3.3 Permit Fees as follows:

4.3.4 Permit Fees	
Underground Storage Tank Removal	$100
Underground Storage Tank Installation	$100
Underground Gasoline Tank Removal	$100
Underground Gasoline Tank Installation	$100";

2. To see if the Town will vote to amend Section 4.3 by deleting in section 4.3.2 the words "Liquid Petroleum Gases 271 – 1,000 $50" and inserting in place thereof the words "Liquid Petroleum Gases 500 – 1,000 $50" .

3. To see if the Town will vote to amend Section 9.2.2.6A Removing Underground Tank Without a Permit by deleting the sum $20 and inserting in place thereof the sum "$200;" and amend Section 9.2.2.6B Failure to Obtain Required Fire Department License or Permit by deleting the sum $20 and inserting in place thereof the sum $200"; or take any other action relative thereto.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 57 Explanation: The proposed revision to the fee schedule will bring the permit fees in line with the cost of providing the service. With respect to licenses for storage of liquid petroleum gas, this proposal raises the threshold for the requirement of a license issued by the Board of Selectmen. Under the proposal, the Fire Chief is authorized to grant a permit for storage of liquid petroleum gas up to 500 gallons. State regulations allow for the storage of not more than 2,000 gallons of liquid petroleum gas without a license.

Given the impact of these regulations on public safety, the fine for violation is recommended to be set at a higher level, from $20 to $200 per offense.

ARTICLE 58: AMEND GENERAL BY-LAW/CONTRACT PROCEDURES

To see if the Town will vote to amend Section 2, Sub-section 2.1.3 of the Town's General By-laws by adding a new category at the end of the second paragraph, as follows:

	YEARS
"Lease of Public Lands for the purpose of constructing low or moderate income housing by a non-profit or charitable institution	30;"

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 58 Explanation: The proposed revision to the By-law would allow the Town to authorize the lease of public land for the purpose of constructing low or moderate income housing by a non-profit or charitable organization for up to 30 years, inclusive of lease renewals. The current By-law caps the general lease of public land at ten years, inclusive of all renewals.

ARTICLE 59: SALE OR LEASE OF TOWN LAND

To see if the Town will vote to authorize the Board of Selectmen to sell or lease a lot of land owned by the Town containing approximately 12,000 square feet and located at the intersection of Bancroft Street and Brookline Street, said land to be sold or leased to a non-profit organization for the purpose of construction of a low or moderate income housing structure; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be made at Town Meeting

Article 59 Explanation: The Board of Selectmen is evaluating a proposal made by Needham Interfaith Habitat for Humanity to construct a home on the property located at the corner of Brookline and Bancroft Streets. Details about the specific proposal will be available by Town Meeting.

ARTICLE 60: AUTHORIZE CONTRACT FOR SOLID WASTE DISPOSAL

To see if the Town will vote to authorize the Town Manager to enter into a contract for the disposal of solid waste pursuant to General Laws Chapter 30B Section 12(f) for a term not to exceed twenty years; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 60 Explanation: The Town of Needham's 20 year contract to dispose of Municipal Solid Waste (MSW) with Wheelabrator Millbury, Inc. (WMI) in Millbury, MA expires at the end of FY 2008. Over a year ago, the 36 member communities of the Central Massachusetts Resource Recovery Council (CMRRC), of which Needham is a member, began meeting to determine a course of action following the end of the contract. Options beyond 2008 could include continuing with WMI under a new contract, or finding a new disposal location. A market study is nearing completion that will identify viable disposal alternatives throughout the Northeast and Mid-Atlantic regions. In addition, a negotiating team has been working with WMI to develop new contract language that is reflective of current and future solid waste disposal conditions. In anticipation of the potential of successfully developing a new contract acceptable to all parties and a cost proposal advantageous as compared to the other alternatives, this article has been

inserted The actual status of these negotiations and cost proposals will not be fully certain until the start of Town Meeting.

ARTICLE 61: CITIZENS' PETITION/FUEL EFFICIENT VEHICLES

When the Town of Needham purchases motor vehicles for its municipal operations, each vehicle purchased must be the most fuel-efficient model available that will fulfill the intended municipal function; provided that the vehicle also meets other established procurement criteria, such as price and reliability; any other action relative thereto.

INSERTED BY: CITIZENS' PETITION
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 61 Explanation: This article is intended to encourage the purchase of hybrid or other high fuel efficiency vehicles by the Town. The resolution would require that the Town government make fuel efficiency its principal criterion for selecting motor vehicles, provided that the vehicle in question meets other established procurement standards.

ARTICLE 62: CITIZENS' PETITION/FULLY CONSIDER CAPITAL AND OPERATING COSTS

When planning a new municipal or school district building, or a major building renovation, the town's permanent public building committee, and /or the finance committee, or another delegated committee shall consider the lifecycle costs to the town of the building, giving consideration to debt service and operating costs, including future utility bills and possible environmental impact in the future.

The responsible committee shall prepare a written cost-benefit analysis for energy efficiency measures and other items that would reduce future operating costs, particularly those for which subsidies are available from the local electric and natural gas utilities. The analysis shall be provided to the Board of Selectmen and made available to town residents for inspection and reproduction when the RFP is sent out; any other action relative thereto.

INSERTED BY: CITIZENS' PETITION
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 62 Explanation: This article would require the use of Life Cycle Cost Analysis (LCCA) by a Town committee involved in planning a new building or major renovation project, and the filing of a cost-benefit analysis for energy efficiency and other measures reducing operating costs prior to issuance of a Request for Proposals (RFP) for design or construction. LCCA is a form of analysis that involves quantification of differential costs of options for a given project. In addition to construction costs, LCCA may consider all expenditures and costs throughout the life of an alternative. It is intended to determine and demonstrate the merits of the selected alternatives in an analytical and fact-based manner.

TOWN MEETING COMMITTEES

ARTICLE 63: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal / Recycling Advisory Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

ARTICLE 64: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least seven days before said meeting

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this Twenty-second day of February 2005.

James G. Healy, Chairman
John A. Bulian, Vice Chairman
John H. Cogswell
Gerald A. Wasserman
Daniel P. Matthews
Selectmen of Needham

a true copy
Attest:
Constable

2005 ANNUAL TOWN MEETING WARRANT

Reserve Fund Transfer Requests
Approved by the Finance Committee
Fiscal Year 2004

Budget	Date of Action	Amount
Board of Health	March 10, 2004	$ 8,000
Board of Selectmen	June 23, 2004	$ 21,250
Building Inspector	February 11, 2004	$ 560
Department of Public Works - Parks	June 23, 2004	$ 2,000
Department of Public Works - Snow & Ice	June 23, 2004	$ 316,336
Finance Committee	September 29, 2003	$ 285
Fire Department	April 14, 2004	$ 14,015
Fire Department	June 23, 2004	$ 20,000
Legal	March 31, 2004	$ 100,000
Legal	June 23, 2004	$ 14,000
Municipal Building Maintenance	June 23, 2004	$ 227,000
Town Clerk	May 17, 2004	$ 11,250
Unemployment	March 31, 2004	$ 55,000
Total Approved from General Reserve Fund		**$789,696**
RTS - Equipment Repairs	March 31, 2004	$ 3,600
RTS - Equipment Repairs	June 23, 2004	$ 3,350
Total Approved from RTS Reserve Fund		**$ 6,950**

GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE
Of Funded Full-Time Equivalent Positions
(Excludes Seasonal, Temporary and Intermittent Positions)

TITLE	GRADE	FUNDED FY2003	FUNDED FY2004	FUNDED FY2005	ANNUALIZED SALARY RANGE
GENERAL GOVERNMENT					
Board of Selectmen					
Town Administrator	Contract	1.00	1.00	1.00	Contract
Assistant to Town Administrator	NR-4	1.00	1.00	1.00	$39,698 - $51,867
Department Assistant 1	TS-1	1.13	1.13	1.13	$24,773 - $31,381
Department Specialist	TS-3	0.67	0.67	0.67	$30,074 - $38,098
Asst. Town Admin/Personnel Dir.	M-3	1.00	1.00	1.00	$62,841 - $78,748
Administrative Assistant	SS-3	1.00	1.00	1.00	$30,074 - $38,098
Administrative Specialist	SS-4	1.00	1.00	1.00	$33,672 - $42,656
Subtotal:		***6.80***	***6.80***	***6.80***	
Town Clerk					
Town Clerk	Elected	1.00	1.00	1.00	$69,418
Assistant Town Clerk	NR-3	1.00	1.00	1.00	$35,479 - $47,309
Department Assistant 2	TS-2	2.00	2.00	2.00	$27,955 - $35,412
Subtotal:		***4.00***	***4.00***	***4.00***	
Legal					
Town Counsel	Sch C				$60,163
Personnel Board					
Recording Secretary	Sch C				$15.53/hour
FINANCE					
Assessors					
Administrative Assessor	M-2	1.00	1.00	1.00	$58,140 - $72,889
Asst. Administrative Assessor	PT-4	1.00	1.00	1.00	$39,698 - $51,867
Administrative Coordinator	TS-4	1.00	1.00	1.00	$33,672 - $42,656
Data Collector	PT-1	0.00	0.00	1.00	$29,575 - $39,107
Department Specialist	TS-3	2.00	2.00	1.00	$30,074 - $38,098
Department Assistant 2	TS-3	1.00	0.00	0.00	$30,074 - $38,098
Subtotal:		***6.00***	***5.00***	***5.00***	
Finance Department					
Asst Town Administrator/Finance Dir.	M-4	1.00	1.00	1.00	$72,337 - $90,611
Subtotal:		***1.00***	***1.00***	***1.00***	
Accounting					
Town Accountant	M-2	1.00	1.00	1.00	$58,140 - $72,899
Administrative Specialist	TS-4	2.00	2.00	2.00	$33,672 - $42,656
Department Specialist	TS-3	0.80	0.80	0.80	$30,074 - $38,098
Subtotal:		***3.80***	***3.80***	***3.80***	
Data Processing					
Director, MIS	M-3	1.00	1.00	1.00	$62,841 - $78,748
Senior Network Administrator	PT-6	1.00	1.00	1.00	$46,299 - $60,492
GIS/Database Administrator	PT-5	1.00	1.00	1.00	$44,425 - $57,144
Programmer/Computer Operator	PT-3	1.00	0.00	0.00	$35,479 - $47,309
Computer Operator	PT-1	1.00	1.00	1.00	$29,575 - $39,107

TITLE	GRADE	FUNDED FY2003	FUNDED FY2004	FUNDED FY2005	ANNUALIZED SALARY
Network Administrator	PT-4	0.00	0.00	1.00	$39,698 - $51,867
Technical Support Specialist	PT-3	1.00	1.00	0.00	$35,479 - $47,309
PC Specialist	Sch C	0.10	0.00	0.00	$32.15/hour
Subtotal:		***6.10***	***5.00***	***5.00***	
Treasurer/Collector					
Treasurer/Collector	M-2	1.00	1.00	1.00	$58,140 - $72,899
Assistant Treasurer/Collector	NR-5	1.00	1.00	1.00	$44,425 - $57,144
Department Specialist	TS-3	2.00	2.00	2.00	$30,074 - $38,098
Department Specialist	SS-3	0.40	0.40	0.40	$30,074 - $38,098
Department Assistant 2	TS-2	1.00	1.00	1.00	$27,955 - $35,412
Department Assistant 1	SS-1	0.47	0.47	0.47	$24,773 - $31,381
Subtotal:		***5.87***	***5.87***	***5.87***	
Finance Committee					
Finance Comm. Exec. Secretary	Sch C				$25,000
Retirement					
Senior Admin. Coordinator	TS-5	1.00	1.00	0.00	$36,812 - $46,632
Retirement Specialist	PT-4	0.00	0.00	1.00	$39,698 - $51,867
Department Specialist	TS-3	1.00	1.00	1.00	$30,074 - $38,098
Subtotal:		***2.00***	***2.00***	***2.00***	
PUBLIC SAFETY					
Police Department					
Chief	Contract	1.00	1.00	1.00	Contract
Lieutenant	P-3	3.00	3.00	3.00	$55,128 - $70,005
Sergeant	P-2	8.00	8.00	8.00	$47,153 - $54,792
Police Officer	P-1	37.00	37.00	37.00	$36,781 - $44,344
Animal Control Officer	PB-1	1.00	1.00	1.00	$33,179 - $44,028
Administrative Specialist	TS-4	1.00	1.00	1.00	$33,672 - $42,656
Maintenance Worker/Custodian	NR-1	1.00	1.00	1.00	$29,575 - $39,107
Department Assistant 2	TS-2	2.00	2.00	2.00	$27,955 - $35,412
Public Safety Dispatcher	NR-1	3.00	3.00	3.00	$29,575 - $39,107
Parking Enforcement Attendant	SS-2	1.00	1.00	1.00	$27,955 - $35,412
Subtotal:		***58.00***	***58.00***	***58.00***	
Fire Department					
Fire Chief	M-5	1.00	1.00	1.00	$81,587 - $102,238
Deputy Fire Chief Operations	F-4	1.00	1.00	1.00	$59,404 - $ 65,334
Deputy Fire Chief	F-4	4.00	4.00	4.00	$59,404 - $ 65,334
Fire Captain	F-3	2.00	2.00	2.00	$55,378 - $ 57,109
Fire Lieutenant	F-2	6.00	6.00	6.00	$47,773 - $ 52,540
Firefighter	F-1	53.00	53.00	53.00	$37,275 - $ 44,345
Asst., Super., Fire Alarm	FA-2	1.00	1.00	1.00	$43,701 - $ 52,565
Management Analyst	PT-5	1.00	1.00	1.00	$44,425 - $ 57,144
Administrative Assistant	TS-3	1.03	1.03	1.03	$30,074 - $ 38,098
Public Safety Dispatcher	NR-1	4.00	4.00	4.00	$29,575 - $ 39,107
Public Safety Dispatch Super.	NR-4	1.00	1.00	1.00	$39,698 - $ 51,867
Subtotal:		***75.03***	***75.03***	***75.03***	
Building Department					
Inspector of Buildings	M-2	1.00	1.00	1.00	$58,140 - $72,889
Inspector of Plumbing and Gas	NR-4	0.80	0.80	0.80	$39,698 - $51,867

TITLE	GRADE	FUNDED FY2003	FUNDED FY2004	FUNDED FY2005	ANNUALIZED SALARY
Inspector of Wires	NR-4	0.80	0.80	0.80	$39,698 - $51,867
Local Building Inspector	NR-5	1.00	1.00	1.00	$44,425 - $57,144
Sealer of Weights and Measures	NR-4	0.25	0.25	0.25	$39,698 - $51,867
Administrative Specialist	TS-4	1.00	1.00	1.00	$33,672 - $42,656
Department Assistant 2	TS-2	1.00	1.00	1.00	$27,955 - $35,412
Subtotal:		***5.85***	***5.85***	***5.85***	
PUBLIC FACILITIES					
Department of Public Works					
Director	M-5	1.00	1.00	1.00	$81,587 - $102,238
Town Engineer	M-3	1.00	1.00	1.00	$62,841 - $ 78,748
Division Super. Water & Sewer	M-3	1.00	1.00	1.00	$62,841 - $ 78,748
Division Super. Highway	M-2	1.00	1.00	1.00	$58,150 - $ 72,889
Division Super. Parks	M-2	1.00	1.00	1.00	$58,150 - $ 72,889
Garage & Equipment Supervisor	M-1	1.00	1.00	1.00	$49,988 - $ 62,654
Division Super. Solid Waste	M-1	1.00	1.00	1.00	$49,988 - $ 62,654
Assistant Town Engineer	NR-6	1.00	1.00	1.00	$46,299 - $ 60,492
Contract Administrator	NR-6	1.00	1.00	1.00	$46,299 - $ 60,492
Administrative Services Manager	NR-5	1.00	1.00	1.00	$44,425 - $ 57,144
Assistant Superintendent	NR-5	4.00	3.00	3.00	$44,425 - $ 57,144
Water Treatment Facility Mgr	NR-5	1.00	1.00	1.00	$44,425 - $ 57,144
Civil Engineer	NR-4	1.00	1.00	1.00	$39.698 - $ 51,867
Survey Party Chief	NR-3	2.00	2.00	2.00	$35,479 - $ 47,309
AutoCad Technician	NR-2	2.00	2.00	2.00	$34.050 - $ 44.486
Senior Admin. Coordinator	TS-5	1.00	1.00	1.00	$36,812 - $ 46,632
Department Specialist	TS-3	2.00	2.00	2.00	$30,074 - $ 38,098
Department Assistant 2	TS-2	1.00	1.00	1.00	$27,955 - $ 35,412
Master Mechanic	W-7	1.00	1.00	1.00	$18.28-$21.69/hour
Public Works Inspector	W-7	2.00	2.00	2.00	$18.28-$21.69/hour
Chief Pumping Station Operator	W-7	1.00	1.00	1.00	$18.28-$21.69/hour
Working Foreman	W-6	9.00	9.00	9.00	$17.70-$20.99/hour
Public Works Technician	W-5	1.00	1.00	1.00	$16.36-$19.41/hour
Equipment Mechanic	W-5	3.00	3.00	3.00	$16.36-$19.41/hour
Pumping Station Operator	W-5	3.00	3.00	3.00	$16.36-$19.41/hour
HMEO	W-4	11.00	10.00	11.00	$15.23-$18.15/hour
Craftsworker	W-4	17.00	16.00	15.00	$15.23-$18.15/hour
Tree Climber	W-4	2.00	2.00	2.00	$15.23-$18.15/hour
Public Works Specialist	W-4	2.00	2.00	2.00	$15.23-$18.15/hour
Weighmaster	W-3	0.00	0.00	0.00	$14.30-$17.11/hour
Laborer 3	W-3	3.00	3.00	4.00	$14.30-$17.11/hour
Laborer 2	W-2	4.00	4.00	5.00	$13.75-$16.04/hour
Laborer 1	W-1	3.00	3.00	2.00	$12.86-$14.81/hour
Student Draftsman/Rodman	Sch C	2.00	1.00	1.00	$12.16-$14.42/hour
Subtotal:		***88.00***	***84.00***	***85.00***	
Municipal Building Maintenance Board					
Director	M-4	1.00	1.00	1.00	$72,337 - $90,611
Supervisor of Custodial Services	NR-6	1.00	1.00	1.00	$46,299 - $60,492
Administrative Specialist	TS-4	1.00	1.00	1.00	$33,672 - $42,656
Department Specialist	TS-3	0.53	0.53	0.53	$30,074 - $38,098
Senior Custodian 1	BC-2	9.00	9.00	9.00	$31,916 - $37,557
Senior Custodian 2	BC-3	3.00	3.00	3.00	$33,514 - $39,438
Custodian	BC-1	30.30	27.80	27.80	$28,964 - $34,084
Warehouse Person	BT-1	1.00	0.50	0.50	$33,823 - $39,800
Craftsman	AC-5	1.00	1.00	1.00	$40,962 - $46,462
HVAC Technician	BT-4	1.00	1.00	2.00	$46,752 - $55,014

TITLE	GRADE	FUNDED FY2003	FUNDED FY2004	FUNDED FY2005	ANNUALIZED SALARY
Carpenter	BT-2	1.00	1.00	1.00	$37,204 - $43,780
Craftsworker	BT-2	3.00	2.00	2.00	$37,204 - $43,780
Plumber	BT-3	1.00	1.00	1.00	$40,935 - $48,170
Electrician	BT-3	1.00	1.00	1.00	$40,935 - $48,170
Subtotal:		***54.83***	***50.83***	***51.83***	
Permanent Public Building Committee					
Bldg. Construction/Renov. Mgr.	M-3	1.00	1.00	1.00	$62,841 - $78,748
Committee Secretary	SS-3	0.25	0.25	0.25	$30,074 - $38,098
Subtotal:		***1.25***	***1.25***	***1.25***	
HUMAN SERVICES					
Board of Health					
Director	M-3	1.00	1.00	1.00	$62,841 - $78,748
Environmental Health Agent	PT-5	1.12	1.12	1.12	$44,425 - $57,144
Public Health Nurse	PT-3	0.08	0.08	0.08	$35,479 - $47,309
Program Coordinator	NR-2	0.60	0.60	0.60	$34,050 - $44,486
Public Health Nurse	PT-5	1.26	1.26	1.26	$44,425 - $57,144
Administrative Specialist	TS-4	1.00	1.00	1.00	$33,672 - $42,656
Department Assistant 2	SS-1	0.40	0.40	0.40	$24,773 - $31,381
Animal Inspector	Sch C				$ 2,000/year
Seasonal Packer/Driver	Sch C				$10.97/hour
Recording Secretary	Sch C				$15.53/hour
Subtotal:		***5.46***	***5.46***	***5.46***	
Veterans Services					
Director	M-1	0.53	0.53	0.53	$49,988 - $62,654
Department Specialist	TS-3	0.53	0.53	0.53	$30,074 - $38,098
Subtotal:		***1.06***	***1.06***	***1.06***	
Youth Commission					
Director	M-2	1.00	1.00	1.00	$58,140 - $72,889
Social Worker	PT-3	2.00	2.00	2.00	$35,479 - $47,309
Administrative Assistant	TS-3	0.80	0.68	0.68	$30,074 - $38,098
Subtotal:		***3.80***	***3.68***	***3.68***	
Council on Aging					
Executive Director	M-2	1.00	1.00	1.00	$58,140 - $72,889
Associate Director	PT-4	1.00	1.00	1.00	$39,698 - $51,867
Outreach Worker	PT-2	0.25	0.25	0.25	$34,050 - $44,486
Social Worker	PT-3	1.00	1.00	1.00	$35,479 - $47,309
Department Assistant 2	TS-2	0.50	0.50	0.00	$27,955 - $35,412
Program Coordinator	NR-2	0.80	0.80	0.80	$34,050 - $44,486
Building Monitor	Sch C	0.00	0.00	0.50	$ 9.51/hour
Recording Secretary	Sch C				$15.53/hour
Subtotal:		***4.55***	***4.55***	***4.55***	
DEVELOPMENT					
Planning Board					
Director	M-2	1.00	1.00	1.00	$58,140 - $72,889
Assistant Planning Director	NR-3	1.00	1.00	1.00	$35,479 - $47,309
Recording Secretary	Sch C				$15.53/hour
Subtotal:		***2.00***	***2.00***	***2.00***	

TITLE	GRADE	FUNDED FY2003	FUNDED FY2004	FUNDED FY2005	ANNUALIZED SALARY
Conservation Commission					
Conservation Officer	NR-3	0.70	0.70	0.70	$35,479 - $47,309
Subtotal:		***0.70***	***0.70***	***0.70***	
CULTURE AND LEISURE SERVICES					
Library					
Director	M-3	1.00	1.00	1.00	$62,841 - $78,748
Assistant Director	NR-6	1.00	1.00	1.00	$46,299 - $60,942
Reference Supervisor	NR-4	1.00	1.00	1.00	$39,698 - $51,867
Children's Supervisor	NR-4	1.00	1.00	1.00	$39,698 - $51,867
Tech. Services Supervisor	NR-4	1.00	1.00	1.00	$39,698 - $51,867
Reference Librarian/AV Specialist	NR-3	1.00	1.00	1.00	$35,479 - $47,309
Circulation Supervisor	SS-5	1.00	1.00	1.00	$36,812 - $46,632
Assistant Children's Librarian	SS-4	1.00	1.00	1.00	$33,672 - $42,656
Assistant Cataloger	SS-3	1.00	1.00	1.00	$30,074 - $38.098
Administrative Specialist	TS-4	1.00	1.00	1.00	$27,955 - $35,412
Library Assistant	SS-1	6.16	6.00	6.00	$24,774 - $31,381
Reference Librarian PT	NR-2	2.48	1.97	1.97	$34,050 - $44,486
Subtotal:		***18.64***	***17.97***	***17.97***	
Park & Recreation					
Director	M-2	1.00	1.00	1.00	$58.150 - $72,889
Assistant Director	PT-4	1.00	1.00	1.00	$39,698 - $51.867
Administrative Specialist	TS-4	1.00	1.00	1.00	$32,851 - $41,615
Department Assistant 2	TS-2	1.00	1.00	1.00	$27,995 - $35,412
Subtotal:		***4.00***	***4.00***	***4.00***	
Totals		**358.74**	**347.85**	**349.85**	

NEEDHAM PUBLIC SCHOOLS SALARY AND STAFFING SCHEDULE FY04

CLASSIFICATION	NUMBER OF FTE	SALARY MINIMUM	SALARY MAXIMUM
Superintendent	1.00		$139,416
Central Administrators	3.00	$96,023	$111,832
Director of Financial Operations	1.00	$79,458	$ 93,572
High School Principal	1.00		$103,049
Middle School Principal	1.00	$93,681	$109,490
Elementary Principal	5.00	$81,971	$ 99,660
High School Asst. Principal	2.00	$71,451	$ 96,812
M.S. House Administrator	3.00	$66,626	$ 91,642
Elementary Asst. Principal	1.50	$58,053	$ 82,301
Director	5.40	$60,531	$ 98,348
Director of Special Education	3.00	$68,251	$ 93,878
Department Chairs	3.40	$61,254	$ 87,530
Teacher	368.25	$36,271	$ 73,718
Nurse	7.90	$36,271	$ 65,798
Instructional Assistants	63.20	$13.82/hour	$23.56/hour
Permanent Substitute	4.00		$ 91.98/day
Network Administrator	0.87	$55,695	$ 68,091
School Office Assistants	9.07	$ 9.46/hour	$12.86/hour
Mail Carrier/Production Center	1.00	$14.40/hour	$17.79/hour
Secretary	38.91	$14.40/hour	$24.80/hour
Grants Coordinator	0.25		$ 20,216
Administrative Assistant	1.00	$40,131	$ 57,199
Bus Driver	0.84		$18.44/hour
Transportation Coordinator	0.25	$21.90/hour	$27.70/hour
Budget Analyst	1.00	$40,707	$ 50,820
Totals	**526.84**		

DEBT APPENDIX A

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
GENERAL FUND Within the Levy Limit							$2,212,002	$2,314,179	$2,146,562	$1,931,188	$1,789,894	$1,180,527
GENERAL FUND Excluded from the Levy Limit (Prior to Offsets)							$3,558,516	$5,253,169	$5,982,243	$7,037,896	$7,301,471	$7,662,834
GENERAL FUND DEBT SERVICE (Prior to Offsets)							$5,770,517	$7,567,347	$8,128,805	$8,969,084	$9,091,365	$8,843,360
ENTERPRISE FUND RTS, Sewer and Water (Prior to Offsets)							$2,410,610	$2,423,308	$2,403,126	$2,449,413	$2,192,141	$2,009,142
TOTAL (Prior to Offsets)							$8,181,127	$9,990,655	$10,531,931	$11,418,496	$11,283,506	$10,852,502
GENERAL FUND DEBT WITHIN THE LEVY LIMIT												
Title V Loan Program	May-1997	$200,000	$85,894	Dec-1999	Aug-2019	(see notes)	$8,695	$8,483	$8,250	$7,999	$7,759	$7,519
Stormwater MWPAT 98-92	May-1998	$628,000	$422,874	Sep-2001	Aug-2019	(see notes)	$29,851	Restructured in FY05				
Fire Truck	May-1992	$425,000	$425,000	May-1996	May-2006	4.74%	$43,940	$41,980	Paid			
Fire Truck	May-1998	$300,000	$300,000	Jun-1999	Jun-2009	4.45%	$36,450	$35,213	$33,953	$32,663	$31,350	Paid
DPW Roof Repair	May-1998	$275,000	$274,000	Jun-1999	Jun-2009	4.47%	$30,375	$29,344	$28,294	$27,219	$26,125	Paid
Hospital	Nov-1992	$315,000	$315,000	Feb-1993	Nov-2004	4.44%	$26,906	Paid				
Technology - GIS	May-2000	$236,000	$114,700	May-2003	Nov-2005	1.92%	$31,000	$35,350	Paid			
Road Improvement Program	May-2000	$900,000	$900,000	May-2003	Nov-2005	1.94%	$309,000	$303,000	Paid			
Rosemary Poll Repairs	May-2001	$300,000	$150,000	May-2003	Nov-2006	1.98%	$32,200	$41,500	$55,550	Paid		
Road Improvements - Parish,Hillcrest,	May-1999	$680,000	$15,000	Jun-2004	Nov-2004	3.00%	$15,188	Paid				

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
Technology - GIS	May-2000	$236,000	$65,000	Jun-2004	Nov-2005	3.00%	$55,963	$10,150	Paid			
Road & Intersection Improvements	May-2001	$1,000,000	$400,000	Jun-2004	Nov-2005	3.00%	$183,375	$228,375	Paid			
Police & Fire Station Repairs	May-2003	$500,000	$100,000	Jun-2004	Nov-2005	3.00%	$52,000	$50,750	Paid			
Sidewalks	May-2004	$250,000	$115,000	Dec-2004	Dec-2008	3.36%	$1,850	$33,250	$32,350	$31,450	$25,500	Paid
Fire Engine Purchase	May-2004	$365,000	$365,000	Dec-2004	Dec-2008	3.30%	$5,800	$110,100	$107,100	$104,100	$66,300	Paid
Road Improvement Program	May-2004	$885,000	$400,000	Dec-2004	Dec-2008	3.40%	$6,500	$111,500	$108,500	$105,500	$102,000	Paid
Road Improvement Program - Parish Arc	May-1999	$680,000	$129,000	Dec-2004	Dec-2008	3.82%	$2,085	$37,660	$37,625	$31,650	$30,600	Paid
Road Improvement Program	May-2001	$1,000,000	$435,000	Dec-2004	Dec-2008	3.39%	$7,050	$122,450	$119,150	$115,850	$107,100	Paid
Stormwater MWPAT 98-92 (Restructure	May-1998	$628,000	$364,979	Sep-2001	Aug-2019	(see notes)	$8,652	$38,497	$37,896	$37,910	$36,857	$36,878
School Repairs	May-1995	$687,536	$527,000	Jun-1996	May-2006	4.74%	$54,925	$52,475	Paid			
Pollard School AV System	May-1995	$457,400	$457,000	Jun-1996	May-2006	4.75%	$49,433	$47,228	Paid			
Newman School Repairs	May-1996	$360,000	$360,000	Jun-1997	Jun-2007	4.55%	$59,228	$56,836	$54,418	Paid		
Modular Classrooms	Feb-1997	$223,000	$223,000	Jun-1997	Jun-2007	4.50%	$22,269	$18,349	$12,558	Paid		
Newman School HVAC	May-1995	$687,536	$160,000	Jun-1997	Jun-2007	4.54%	$27,824	$19,674	$18,837	Paid		
High School Roof	May-1998	$860,000	$805,000	Jun-1999	Jun-2009	4.38%	$144,900	$139,950	$134,910	$129,750	$104,500	Paid

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
High School Gym Roof	Nov-1998	$210,000	$171,900	Jun-1999	Jun-2009	4.49%	$18,225	$17,606	$16,976	$16,331	$15,675	Paid
School Repairs	May-1999	$325,000	$313,000	Jun-2000	Jun-2005	4.80%	$31,500	Paid				
High School Repairs	Feb-2001	$750,000	$750,000	May-2003	Nov-2009	2.12%	$111,531	$109,531	$107,531	$105,531	$128,203	$75,938
Hillside School Alarm System	Nov-2001	$125,000	$105,000	May-2003	Nov-2005	1.93%	$40,900	$25,250	Paid			
High School HVAC	Nov-2001	$330,000	$330,000	May-2003	Nov-2008	2.03%	$60,038	$53,988	$52,988	$51,988	$70,744	Paid
Pollard School Modular Classrooms	Nov-2001	$1,712,000	$1,712,000	May-2003	Nov-2010	2.33%	$206,475	$202,975	$224,225	$220,225	$235,888	$299,925
High School HVAC	May-2002	$350,000	$350,000	May-2003	Nov-2007	1.98%	$74,900	$73,500	$72,100	$70,700	Paid	
School Equipment	May-1999	$365,000	$335,700	Jun-2000	Jun-2005	4.82%	$68,250	Paid				
School Technology	May-1999	$263,000	$242,000	Jun-2000	Jun-2005	4.77%	$10,500	Paid				
Authorized Not Yet Issued & Short Term	Various - See Appendix B for List			Pending	Various	(see notes)	$344,226	$259,216	$578,422	$551,726	$525,029	$498,333
Proposed Authorizations for 2005 ATM	Pending - See Appendix B for List					6.50%	Not Applicable	Not Applicable	$304,929	$290,597	$276,265	$261,935
TOTAL GENERAL FUND Within the Levy Limit							$2,212,002	$2,314,179	$2,146,562	$1,931,188	$1,789,894	$1,180,527
RTS ENTERPRISE FUND												
Recycling Center Improvements	Nov-1995	$135,000	$135,000	May-1996	May-2006	4.72%	$10,985	$10,495	Paid			
Recycling Center Improvements	May-1993	$318,000	$318,000	May-1996	May-2006	4.72%	$32,955	$31,485	Paid			
Recycling Center Improvements (Road)	Nov-1995	$225,000	$225,000	Jun-1996	May-2006	4.74%	$21,970	$20,990	Paid			

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
Recycling Center Improvements (Expansi	SPEC 1995	$807,000	$807,000	Jun-1997	Jun-2007	4.53%	$118,015	$123,277	$113,022	Paid		
Retaining Wall	May-2000	$150,000	$150,000	Jun-2001	Jun-2006	4.00%	$32,400	$31,200	Paid			
Authorized Not Yet Issued & Short Term	Various - See Appendix B for List			Pending	Various	(see notes)	$675	$12,250	$96,367	$91,467	$86,567	
Proposed Authorizations for 2005 ATM	Pending - See Appendix B for List					6.50%	Not Applicable	Not Applicable	$26,217	$24,865	$23,512	$22,160
TOTAL - RTS Enterprise							$217,000	$229,697	$235,606	$116,332	$110,079	$22,160
SEWER ENTERPRISE FUND												
Sewers - MWPAT 97-13	May-1996	$175,000	$91,400	Dec-1998	Aug-2018	(see notes)	$5,794	Restructured in FY05				
Master Plan - MWPAT 97-33	May-1996	$250,000	$243,300	Dec-1998	Aug-2018	(see notes)	$15,511	Restructured in FY05				
Webster St. Sewer - MWPAT 98-10	May-1997	$217,000	$175,500	Dec-1998	Aug-2018	(see notes)	$11,156	Restructured in FY05				
Marked Tree Road Sewer MWPAT 97-63	May-1997	$1,780,000	$1,261,272	Oct-2000	Aug-2018	(see notes)	$87,575	Restructured in FY05				
Sewers - MWPAT 95-01	May-1991	$500,000	$310,656	Aug-2001	Feb-2015	(see notes)	$32,577	$32,494	$32,559	$32,598	$32,169	$32,162
Sewer System Improvements	May-1992	$250,000	$250,000	Jun-1996	May-2006	4.75%	$27,463	$26,238	Paid			
Sewer System Improvements	May-1993	$250,000	$250,000	Jun-1996	May-2006	4.75%	$27,463	$26,238	Paid			
Sewer System Improvements	May-1994	$700,000	$600,000	Jun-1996	May-2006	4.75%	$65,910	$62,970	Paid			
Pump Station GPA	May-1995	$650,000	$650,000	Jun-1996	May-2006	4.75%	$71,403	$68,218	Paid			

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
Sewer Main West Street	May-1998	$1,194,000	$881,800	Jun-1999	Jun-2019	4.83%	$69,640	$68,196	$71,726	$70,006	$68,256	$71,456
Pump Station West Street	May-1998	$2,250,000	$1,939,000	Jun-1999	Jun-2019	4.83%	$151,174	$153,080	$154,720	$151,065	$152,346	$153,296
Pump Station West Street	May-1998	$2,250,000	$35,700	Jun-2000	Jun-2005	4.82%	$5,250	Paid				
Sewer Carol/Frank/Newman Areas	Nov-2000	$880,000	$333,685	Sep-2001	Aug-2006	ZERO	$66,737	$66,737	$66,737	Paid		
Sewer Carol/Frank/Newman Areas	Nov-2000	$880,000	$71,300	May-2003	Nov-2004	1.66%	$10,100	Paid				
Sportsman Pond Sewer	May-2001	$130,000	$55,000	May-2003	Nov-2004	1.89%	$30,300	Paid				
Pump Station Richardson	May-2001	$100,000	$100,000	May-2003	Nov-2006	1.97%	$26,250	$25,750	$25,250	Paid		
Sewer System Rehab Designs	May-2001	$150,000	$50,000	May-2003	Nov-2004	1.88%	$25,250	Paid				
Sewer System Rehab	Nov-2000	$880,000	$21,000	Jun-2004	Nov-2004	3.00%	$21,263	Paid				
Sewer System - Sportsman's Pond	May-2001	$130,000	$4,000	Jun-2004	Nov-2004	3.00%	$4,050	Paid				
Sewer System Rehab - Design	May-2001	$150,000	$60,000	Jun-2004	Nov-2005	3.00%	$31,200	$30,450	Paid			
Sewer System Design - GPA	Nov-2002	$50,000	$50,000	Jun-2004	Nov-2005	3.00%	$26,000	$25,375	Paid			
Sewer System Design - GPA	May-2003	$50,000	$25,000	Jun-2004	Nov-2004	3.00%	$25,313	Paid				
Sewer System Rehab - I/I Work	May-2003	$1,000,000	$400,000	Jun-2004	Nov-2007	3.00%	$109,500	$156,750	$103,000	$50,750	Paid	
Sewers - MWPAT 97-13 (restructured)	May-1996	$175,000	$67,700	Nov-2004	Aug-2018	(see notes)	$1,490	$7,261	$7,248	$7,079	$6,955	$6,805
Sewer - MWPAT 97-33 (Restructured)	May-1996	$250,000	$180,300	Nov-2004	Aug-2018	(see notes)	$3,967	$19,348	$19,248	$18,929	$18,630	$18,001

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
Sewer - MWPAT 97-63 (Restructured)	May-1997	$1,780,000	$1,019,778	Nov-2004	Aug-2018	(see notes)	$22,436	$109,348	$109,138	$106,959	$105,269	$101,808
Sewer - MWPAT 98-10 (Restructured)	May-1997	$217,000	$130,200	Nov-2004	Aug-2018	(see notes)	$2,864	$13,982	$13,963	$13,643	$13,411	$12,944
Authorized Not Yet Issued & Short Term	Various - See Appendix B for List			Pending	Various	(see notes)	$110,376	$195,576	$213,413	$205,410	$197,407	$189,404
Proposed Authorizations for 2005 ATM	Pending - See Appendix B for List					6.50%	Not Applicable	Not Applicable	$269,029	$514,239	$497,423	$480,606
TOTAL - SEWER Enterprise							$1,088,010	$1,088,010	$1,086,032	$1,170,677	$1,091,868	$1,066,482
WATER ENTERPRISE FUND DEBT												
Water System Improvements	May-1993	$500,000	$200,000	Jun-1996	May-2006	4.75%	$21,970	$20,990	Paid			
Water System Improvements	May-1994	$500,000	$500,000	Jun-1996	May-2006	4.75%	$54,925	$52,475	Paid			
Water Treatment Facility	May-1996	$3,000,000	$2,665,000	Jun-1999	Jun-2019	4.83%	$209,379	$210,048	$210,428	$210,483	$210,233	$209,608
Water Treatment Facility	Nov-1997	$3,635,000	$3,090,000	Jun-1999	Jun-2019	4.83%	$241,495	$241,545	$246,295	$245,490	$244,365	$242,840
Water Treatment Facility	Nov-1997	$3,635,000	$265,500	Jun-2000	Jun-2005	4.86%	$84,000	Paid				
Water System Improvements Broadmead	Nov-2000	$400,000	$257,304	Jul-2001	Aug-2011	ZERO	$25,730	$25,730	$25,730	$25,730	$25,730	$25,730
Water Fire Flow	May-2000	$165,000	$95,000	May-2003	Nov-2004	1.72%	$20,200	Paid				
Water System Improvements Broadmead	Nov-2000	$400,000	$110,000	May-2003	Nov-2006	1.90%	$20,800	$20,400	$10,100	Paid		
Water System Improvements	May-2001	$665,000	$665,000	May-2003	Nov-2009	2.12%	$149,513	$126,913	$65,113	$73,813	$72,369	$65,813

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
Water Service Connections	Nov-2002	$100,000	$25,000	Jun-2004	Nov-2004	3.00%	$25,313	Paid				
Water Main - Kendrick Street Bridge	Nov-2002	$115,000	$15,000	Jun-2004	Nov-2004	3.00%	$15,188	Paid				
Water System Rehab - GPA	May-2003	$535,000	$500,000	Jun-2004	Nov-2007	3.00%	$72,850	$121,550	$187,200	$152,250	Paid	
Water System Designs - Webster	Nov-2002	$105,000	$85,000	Dec-2004	Dec-2008	3.39%	$1,375	$27,375	$21,700	$21,100	$20,400	Paid
Water System Designs - St. Mary	Nov-2002	$300,000	$120,000	Dec-2004	Dec-2008	3.40%	$1,950	$33,450	$32,550	$31,650	$30,600	Paid
Authorized Not Yet Issued & Short Term	Various - See Appendix B for List			Pending	Various	(see notes)	$160,914	$225,126	$250,400	$241,010	$231,620	$222,230
Proposed Authorizations for 2005 ATM	Pending - See Appendix B for List					6.50%	Not Applicable	Not Applicable	$31,973	$160,878	$154,878	$154,280
TOTAL - WATER Enterprise							$1,105,601	$1,105,601	$1,081,488	$1,162,403	$990,195	$920,500
GENERAL FUND DEBT EXCLUSIONS												
Land Acquisition (Wiswall)	Nov-2000	$2,000,000	$1,930,000	Jun-2001	Jun-2011	4.00%	$248,800	$241,000	$233,200	$220,400	$212,800	$205,200
Library Project	May-2003	$15,700,000	$11,000,000	Dec-2004	Dec-2019	3.90%	$208,244	$805,563	$808,488	$810,963	$1,178,288	$1,149,763
Pollard Middle School	May-1992	$6,995,000	$6,444,000	Feb-1993	Nov-2004	4.26%	$75,594	Paid				
Newman School Renovations	Oct-1996	$5,750,000	$3,800,000	Jun-1997	Jun-2007	4.53%	$486,865	$487,315	$486,623	Paid		
Newman School Renovations	Oct-1996	$5,750,000	$152,000	Jun-2000	Jun-2005	4.83%	$31,500	Paid				
High Rock School Renovations	May-2000	$207,000	$125,000	Jun-2001	Jun-2006	4.00%	$27,000	$26,000	Paid			
High School Renovations	May-2000	$5,350,000	$5,350,000	Jun-2001	Jun-2011	4.00%	$684,800	$663,400	$642,000	$620,600	$599,200	$577,800

TOWN OF NEEDHAM DEBT SERVICE SUMMARY - Appendix A

Issued, Authorized and Pending

Project	T M Vote	APPR.	Amount	Issued	Final Maturity	Rate	Debt Service Budget 2005	Recommended 2006	Estimate 2007	Estimate 2008	Estimate 2009	Estimate 2010
Newman School Renovations	May-2000	$400,000	$182,500	Jun-2001	Jun-2006	4.00%	$32,400	$31,200	Paid			
Broadmeadow School	May-2000	$15,550,000	$14,000,000	Nov-2003	Nov-2023	4.09%	$1,216,600	$1,195,600	$1,176,350	$1,158,850	$1,136,100	$1,111,600
Authorized Not Yet Issued & Short Term	Various - See Appendix B for List			Pending	Various	(see notes)	$546,713	$1,803,091	$2,635,583	$4,227,083	$4,175,083	$4,618,471
Proposed Authorizations for 2005 ATM	Pending - See Appendix B for List						Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
TOTAL GENERAL FUND Excluded from the Levy Limit							$3,558,516	$5,253,169	$5,982,243	$7,037,896	$7,301,471	$7,662,834
TOTAL DEBT SERVICE							$8,181,127	$9,990,655	$10,531,931	$11,418,496	$11,283,506	$10,852,502

T.M. VOTE = the month and year Town Meeting appropriated and authorized the project (Pending = article(s) has (have) not yet been acted upon by Town Meeting).

Amount = the value of the bond that was issued or is expected to be issued.

Issued = the month and year that the bond was issued (PENDING = bond has not yet been issued as of the printing date of this schedule; NA = financing will be done with a note only, no permanent bond will be issued)

Final Maturity = the month and year of the last principal payment is to be made for the specific bond

Rate = the average coupon rate of interest paid on the bond during the amortization period, pending issues are assumed to range between 5.5% & 6.5% for planning purposes

Bonds financed through the MWPAT do carry a rate of interest, but due to the unique financing program the interest rate is not calculated. In most instances the Town repays less than it had borrowed from the MWPAT

DEBT APPENDIX B

TOWN OF NEEDHAM DEBT SUMMARY TABLE - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
OPEN GENERAL FUND PROJECTS FUNDED WITHIN THE LEVY LIMIT			
Equipment - DPW	May-1998	51	$11,500
Telephone System Upgrade	May-1998	64	$53,700
Road Improvements - Parish, Hillcrest & Highgate	May-1999	51	$60,200
Technology - GIS	May-2000	45	$56,300
Rosemary Pool Complex - Design	May-2000	63	$75,000
Road & Intersection Improvements	May-2001	43	$100,000
Rosemary Pool Repairs	May-2001	64	$48,000
Equipment - Fire Truck Quint	Nov-2002	5	$100,000
Parking Lot Dedham Avenue	Nov-2002	14	$50,000
Police/Fire Complex & Station #2 Repairs	May-2003	37	$400,000
Road & Intersection Improvements	May-2003	43	$500,000
Road Improvement & Repair	May-2004	40	$485,000
Sidewalk Surfacing & Repair	May-2004	41	$135,000
TOTAL			$2,074,700
PROPOSED GENERAL FUND PROJECTS FOR THE 2005 ATM TO BE FUNDED WITHIN THE LEVY LIMIT			
Fire Rescue #2	Pending		$192,850
Pollard School Technology Upgrade	Pending		$187,775
Ridge Hill Rehabilitation	Pending		$126,875
Road Improvement & Repair	Pending		$568,400
Sidewalk Surfacing & Repair	Pending		$223,300
TOTAL			$1,299,200

TOWN OF NEEDHAM DEBT SUMMARY TABLE - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
OPEN RTS ENTERPRISE FUND PROJECTS			
Landfill Closure	May-1997	54	$143,000
Wood Grinder	May-2004	42	$190,000
Transfer Trailer & Staging Pad	May-2004	43	$55,000
TOTAL			$388,000
PROPOSED RTS ENTERPRISE FUND PROJECTS FOR THE 2005 ATM			
RTS Scale Replacement	Pending		$83,230
TOTAL			$83,230
OPEN SEWER ENTERPRISE FUND PROJECTS			
Sewer Rehab	Nov-2000	14	$167,831
Sewer System Rehab Design	May-2001	47	$40,000
Sewer System Rehab - Sportsmen's Pond	May-2001	45	$1,000
Sewer Pump Station Richardson Drive	Nov-2002	20	$500,000
Sewer System Rehab - I/I Work	May-2003	55	$600,000
Sewer Pump Station Design - Great Plain Ave.	May-2003	54	$25,000
TOTAL			$1,333,831
PROPOSED SEWER ENTERPRISE FUND PROJECTS FOR THE 2005 ATM			
Sewer Relocation Project (Rte 128)	Pending		$3,045,000
Sewer Pump Station - Great Plain Ave.	Pending		$984,550
TOTAL			$4,029,550

TOWN OF NEEDHAM DEBT SUMMARY TABLE - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
OPEN WATER ENTERPRISE FUND PROJECTS			
Water Mains - Broad Meadow Rd	Nov-2000	13	$15,000
Water Systems - Fire Flow Improvements	May-2000	56	$40,000
Water Pumping Station Design - St. Mary's St.	Nov-2002	26	$180,000
Water Service Connections	Nov-2002	23	$25,000
Water System Designs - Webster St. area	Nov-2002	25	$20,000
Water Main Kendrick Street Bridge	Nov-2002	24	$86,000
Water System Rehab - Great Plain Ave. area	May-2003	50	$35,000
Water System Rehab - Webster Street area	May-2003	51	$900,500
Water System Design - Warren & Garden Street area	May-2004	52	$151,500
Water Treatment Plant Computer Systems	May-2004	48	$112,000
TOTAL			$1,301,500
PROPOSED WATER ENTERPRISE FUND PROJECTS FOR THE 2005 ATM			
Water System Rehab - Warren & Garden Street area	Pending		$913,500
TOTAL			$913,500
OPEN GENERAL FUND PROJECTS FUNDED BY DEBT EXCLUSION			
Eliot Elementary School	May-2000	32	$13,392,000
Needham High School	May-2003	31	$51,300,000
Needham Public Library	May-2003	30	$4,700,000
SUB TOTAL	Jan-2207	93	$69,392,000
Needham High School Additional (Pending April Vote)	Feb-2005	1	$10,700,000
TOTAL			$80,092,000

TOWN OF NEEDHAM DEBT SUMMARY TABLE - Appendix B

Open and Authorized Projects and Proposed Projects Financed by Debt

Project	T M Vote	Article	Open or Requested Authorization
PROPOSED GENERAL FUND PROJECTS FOR THE 2005 ATM TO BE FUNDED BY DEBT EXCLUSION			
No New Authorizations Proposed for 2005 ATM			$0
TOTAL			$0

SPECIAL TOWN MEETING

WARRANT

TOWN OF NEEDHAM

MONDAY, MAY 9, 2005

7:30 P. M.

NEWMAN ELEMENTARY SCHOOL

CENTRAL AVENUE NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School:

MONDAY, THE NINTH OF MAY, 2005

at seven-thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND ZONING BY-LAW – MAP CHANGE TO SINGLE RESIDENCE B

To see if the Town will vote to revise the Zoning Map as follows:

Place in the Single Residence B District all that land now zoned Single Residence A lying along Highland Terrace, Riverside Street, and Highview Street and located in the area between the General Residence District and New England Business District east of the State Circumferential Highway Route 128, comprising parcels 1, 2, 3, 30, 31, 32, 33, 54, 55, and 59 on Assessor's Plan No. 73. Said land bounded and described as follows:

Beginning at a point on the northerly sideline of Riverside St. at the lot corner of lots 87A and 87B, as shown on a plan recorded in the Norfolk County Registry of Deeds (NCRD) as plan 1252 of 1957, thence running northeasterly by said lot line to a point, thence turning and running southeasterly by lots 87A, 86, 85A, & 85B as shown on said plan, thence continuing on the same course by lots 84 & 83, as shown on a plan entitled Hood Park, Needham, dated May 1910, and prepared by W.A. Mason & Son, Surveyors, to a point, thence turning and running southerly by lot 83 and by lot 99 as shown on said plan, thence continuing on said course by the easterly line of lot A, on a plan recorded in NCRD as plan 138 of 1989, continuing to a point of intersection of the northeasterly projection of the southeasterly line of lot B on said plan, thence turning and running southwesterly and northwesterly by said lot B to the southeasterly sideline at the end of Highland Terrace, a public way accepted by the Town of Needham in 1951, thence turning and running southwesterly by said end to a point of intersection with the centerline of a way, as shown on a plan recorded in NCRD as plan 1218 of 1947, thence turning and running southeasterly by said centerline to a point, thence turning at a right angle and running to the easterly most lot corner of the lot, as shown on said plan, to a point thence running southwesterly, northwesterly and northeasterly by said lot to a point of intersection of the southeasterly most lot corner of a lot as shown on a plan recorded in NCRD as plan 143 of 1990 as being inclusive of lots 73 to 76, thence turning and running southwesterly and northwesterly by the lots on said plan to a point, thence continuing in a northwesterly, by lot E as shown on a plan recorded in NCRD as plan 476 of 1965, to a point at the intersection of the lot line of lots D & E, as shown on said plan, thence turning and running by said lot line, between lots D & E, in a northeasterly direction to the southwesterly sideline of Highland Terrace, thence continuing northeasterly, at a right angle to said sideline, to the point of intersection of the centerline of said Highland Terrace, thence turning and running southeasterly by the centerline of Highland Terrace to a point, being opposite and at right angles to the lot line of lots 36 & 37 as shown on the said plan of Hood Park, thence turning and running to the northeasterly sideline of Highland Terrace at said lot line, thence continuing in a northeasterly direction by the lot lines of lots 36 & 37 and lots 24 & 25 to the southwesterly sideline of Riverside St., thence continuing northeasterly, at a right angle to said sideline, to the intersection of the centerline of said Riverside St., thence turning and running southeasterly by said centerline to a point which is at right angles to the point of beginning, thence turning and running northeasterly to the point of beginning.

Or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Article 1 Explanation: This article describes the geographical boundaries of the area proposed to be placed in the Single Residence B District. The expanded Single Residence B District would include all land now zoned Single

Residence A lying along Highland Terrace, Riverside Street and Highview Street and located in the area between the General Residence District and the New England Business District east of the State Circumferential Highway Route 128.

ARTICLE 2: APPROPRIATE FOR POLLARD TECHNOLOGY UPGRADE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $40,000 for the design and upgrade of the data network for the Pollard Middle School to be spent under the direction of the Superintendent of Schools and to meet this appropriation that $40,000 appropriated under Article 1 of the May 2003 Special Town Meeting be transferred; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

Article 2 Explanation: This request addresses the need to upgrade the Pollard Data Network. The network, which is ten years old, was designed and built with limited resources as part of the Pollard Renovation Project (1993-1995). A recent assessment and certification of the network, which involved re-terminating the network jacks, concluded that the existing network infrastructure is solid. However, the network was under-built for future requirements, speed and capacity. (In 1995, the internet was barely in use in the schools.) Currently, the network supports 230 computers, 1200 users of a variety of educational applications, and web-based administrative applications for SPED and student information management (including grading and attendance.) The network needs to be expanded and upgraded both to accommodate existing needs and to provide for future requirements. The final cost of the upgrade is uncertain, and will be finalized upon conclusion of a design process to be completed this summer. However, it is likely to involve the following major elements: the installation of between 500-600 new network drops ($112,000-$135,000), the purchase of network hardware and fiber ($50,000), the construction of expansion network (electrical) closets and associated electrical work. The $40,000 requested amount would fund network and electrical design for the project. An additional request for the remaining funds needed to complete the network upgrade will be presented to Town Meeting in November.

ARTICLE 3: AUTHORIZE INTER-MUNICIPAL AGREEMENT

To see if the Town of Needham will vote to authorize the municipality to enter into an inter-municipal joint purchasing agreement pursuant to G.L. Ch. 40 Sec. 4A for the provision of technology solutions and related consulting and support services with the Community Software Consortium, preserving the rights and privileges established in prior agreements; or take any other action relative thereto.

INSERTED BY: Board of Assessors
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 3 Explanation: The renewal of the Community Software Consortium is necessary so that the Assessing Department can continue its association with this multi-town group. The primary purpose of the agreement is to provide a cooperative through which member communities can obtain and maintain mass appraisal and assessment administration systems at a lower cost. Membership in the group also allows for joint purchasing of assessment related products and services. Needham has been a member of the Consortium for ten years. This agreement would be for not more than 25 years; however, the Town can opt out at any time at its own discretion.

ARTICLE 4: AMEND FY2005 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting and amended under Article 10 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
4	Health Insurance	8,725,700	$8,075,700
5	Insurance Liability Fund	380,000	$1,030,000
306	Fire Department, Purchase of Service	72,499	$ 79,999
307	Fire Department, Expenses	150,313	$ 142,813
401	Public Works, Salaries	2,605,781	To be Determined
402	Public Works, Purchase of Service	668,399	To be Determined
403	Public Works, Expenses	316,275	To be Determined

or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation to be Made at Town Meeting

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ARTICLE 5: AMEND FY2005 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting and amended under Article 11 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
1002	Purchase of Service	$956,20	To be Determined
1003	Expenses	$128,230	To be Determined

and to meet this appropriation that $40,000 be transferred from RTS Retained Earnings.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 5 Explanation: The *Purchase of Service line item is recommended to be increased by $40,000 to be transferred from retained earnings. The volume of solid waste processed by the RTS is expected to be significantly above the projection of 7,700 tons. This transfer will be at least partially offset by an associated increase in revenue.*

ARTICLE 6: AMEND FY2005 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to transfer $600,000 from sewer retained earnings to the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting and amended under Article 12 of the November 8, 2004 Special Town Meeting, under the provisions of M.G.L. Chapter 44, Section 53F ½;

INSERTED BY: Board of Selectmen / Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

Article 6 Explanation: The Board of Selectmen voted to use $600,000 of retained earnings to be applied to the current year's sewer operating budget to mitigate the drop in high-end consumption billing. The Board amended the current FY 2005 sewer rates to reflect the changing consumption patterns, but has also opted to apply the retained earnings to lessen the amount that the rates would have had to change if the funds were not used.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 13th day of April 2005.

John A. Bulian, Chairman
John H. Cogswell, Vice Chairman
Gerald A. Wasserman
Daniel P. Matthews
James G. Healy
Selectmen of Needham

A TRUE COPY
Attest:
Constable:

Town Clerk's Office
Needham, MA 02492

First Class Mail
U.S. Postage Paid
Needham, MA
Permit No. 58224

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM

FISCAL YEAR 2005

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY
Tuesday, September 14, 2004

STATE ELECTION
Tuesday, November 2, 2004

SPECIAL TOWN MEETING
Monday, November 8, 2004

SPECIAL TOWN MEETING
Monday, February 7, 2005

ANNUAL TOWN ELECTION
Tuesday, April 12, 2005

ANNUAL TOWN MEETING
Monday, May 2, 2005

SPECIAL TOWN MEETING
Monday, May 9, 2005

TOWN OF NEEDHAM

FISCAL YEAR 2005

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY
Tuesday, September 14, 2004

STATE ELECTION
Tuesday, November 2, 2004

SPECIAL TOWN MEETING
Monday, November 8, 2004

SPECIAL TOWN MEETING
Monday, February 7, 2005

ANNUAL TOWN ELECTION
Tuesday, April 12, 2005

ANNUAL TOWN MEETING
Monday, May 2, 2005

SPECIAL TOWN MEETING
Monday, May 9, 2005

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RECORD OF THE STATE PRIMARY
Tuesday, September 14, 2004

Pursuant to a Warrant issued by the Selectmen August 17, 2004 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fourteenth day of September in the year 2004 at seven o'clock in the forenoon for the purpose of nominating State and County Officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C - Newman School - Gymnasium
Precinct D - High Rock School – Conference Room
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G – Broadmeadow School Performance Center
Precinct H – Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	-	-	-	-	-
8:00 A.M.	7	28	23	39	45
9:00 A.M.	22	55	72	65	64
10:00 A.M	55	71	94	91	81
11:00 A.M.	65	94	115	110	98
12:00 NOON	80	145	139	133	119
1:00 P.M.	104	161	158	150	138
2:00 P.M.	126	182	173	181	157
3:00 P.M.	166	198	207	199	179
4:00 P.M.	190	224	232	226	206
5:00 P.M.	221	242	255	254	237
6:00 P.M.	250	273	283	285	279
7:00 P.M.	279	297	330	327	335
8:00 P.M.	311	349	365	358	383

PRECINCTS	F	G	H	I	J
7:00 A.M.	5	7	-	-	-
8:00 A.M.	27	30	47	43	13
9:00 A.M.	54	73	101	103	56
10:00 A.M.	110	91	121	131	73
11:00 A.M.	141	115	156	146	93
12:00 NOON	163	136	188	169	113
1:00 P.M.	188	154	214	187	128
2:00 P.M.	214	170	239	210	144
3:00 P.M.	237	192	265	235	166
4:00 P.M.	262	217	289	252	181
5:00 P.M.	295	256	324	286	219
6:00 P.M.	338	294	375	335	250
7:00 P.M.	391	349	442	413	307
8:00 P.M.	446	413	497	471	349

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:40 P.M., September 14, 2004.

The total number of votes cast was as follows:

	Democrat	Republican	Libertarian	Green-Rainbow	Total
Precinct A	275	36	1	0	312
Precinct B	275	74	1	0	350
Precinct C	316	49	0	0	365
Precinct D	316	41	1	0	358
Precinct E	335	48	0	0	383
Precinct F	394	53	0	1	448
Precinct G	374	39	1	0	414
Precinct H	421	76	0	0	497
Precinct I	423	48	0	0	471
Precinct J	303	46	0	0	349

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST – 3,947
(21.41 % of Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
DEMOCRATIC PARTY											
Total # of Votes Cast	275	275	316	316	335	394	374	421	423	303	3,432
REPRESENTATIVE IN CONGRESS (Ninth District)											
Stephen F. Lynch	207	195	206	198	219	240	237	285	278	193	2,258
Scattered Write-Ins	1	2	2	2	1	3	1	1	1	5	19
Blanks	67	78	108	116	115	151	136	135	144	105	1,155
COUNCILLOR (Second District)											
Kelly A. Timilty	185	178	196	189	188	228	218	258	262	180	2,082
Scattered Write-Ins	2	0	1	0	1	0	1	0	2	1	8
Blanks	88	97	119	127	146	166	155	163	159	122	1,342
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)											
Angus G. McQuilken	80	102	81	98	87	141	100	115	152	100	1,056
Patricia B. Ross	8	13	5	12	6	10	20	22	17	12	125
Barbara A. Smith	9	6	4	4	9	8	8	10	7	6	71
Gerald A. Wasserman	174	152	225	200	227	232	239	266	242	181	2,138
Scattered Write-Ins	0	1	0	0	1	0	1	0	2	0	5
Blanks	4	1	1	2	5	3	6	8	3	4	37
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)											
Lida E. Harkins	227	219	259	243	258	307	279	319	320	221	2,652
Scattered Write-Ins	0	0	0	0	1	0	2	1	0	3	7
Blanks	48	56	57	73	76	87	93	101	103	79	773
REGISTER OF DEEDS (Norfolk District)											
William P. O'Donnell	184	191	199	209	202	251	255	290	275	212	2,268
Anthony T. McDonnell	23	16	22	25	24	25	29	34	31	23	252
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	1	1
Blanks	68	68	95	82	109	118	90	97	117	67	911
SHERIFF (Norfolk County)											
Michael G. Bellotti	183	172	203	185	182	235	220	260	263	181	2,084
Scattered Write-Ins	0	0	0	1	2	1	1	2	0	0	7
Blanks	92	103	113	130	151	158	153	159	160	122	1,341
COUNTY COMMISSIONER (Norfolk County)											
John M. Gillis	76	69	96	78	81	108	96	131	134	79	948
Francis W. O'Brien	120	123	142	121	129	157	166	197	183	128	1,466
Stephen G. Harold	27	21	18	32	32	37	31	42	24	27	291
Susan M. Rogers	106	108	103	104	108	144	116	138	134	128	1,189
Scattered Write-Ins	1	0	0	1	0	0	0	2	0	1	5
Blanks	220	229	273	296	320	342	339	332	371	243	2,965

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
REPUBLICAN PARTY											
Total # of Votes Cast	36	74	49	41	48	53	39	76	48	46	510
REPRESENTATIVE IN CONGRESS (Ninth District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	1	2	0	1	2	0	1	2	3	12
Blanks	36	73	47	41	47	51	39	75	46	43	498
COUNCILLOR (Second District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Write-in: Michael McCue	0	1	5	5	3	4	5	4	4	2	33
Scattered Write-Ins	0	1	0	0	1	0	0	0	1	0	3
Blanks	36	72	44	36	44	49	34	72	43	44	474
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)											
Scott P. Brown	35	73	48	37	48	51	37	72	46	46	493
Scattered Write-Ins	0	0	1	1	0	2	0	1	1	0	6
Blanks	1	1	0	3	0	0	2	3	1	0	11
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	1	0	0	0	1	0	2
Blanks	36	74	49	41	47	53	39	76	47	46	508
REGISTER OF DEEDS (Norfolk District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	1	1	2	0	0	2	1	1	8
Blanks	36	74	48	40	46	53	39	74	47	45	502
SHERIFF (Norfolk County)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	4	0	0	0	1	0	0	5
Blanks	36	74	49	37	48	53	39	75	48	46	505
COUNTY COMMISSIONER (Norfolk County)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	1	5	2	0	0	0	0	0	8
Blanks	72	148	97	77	94	106	78	152	96	92	1,012

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
GREEN-RAINBOW PARTY											
Total # of Votes Cast	0	0	0	0	0	1	0	0	0	0	1
REPRESENTATIVE IN CONGRESS (Ninth District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	0	1	0	0	0	0	1
Blanks	0	0	0	0	0	0	0	0	0	0	0
COUNCILLOR (Second District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	0	0	0	0	1
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)											
No Nomination	0	0	0	0	0	0	0	0	0	0	0
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	0	0	0	0	1
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	0	0	0	0	1
REGISTER OF DEEDS (Norfolk District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	0	0	0	0	1
SHERIFF (Norfolk County)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	1	0	0	0	0	1
COUNTY COMMISSIONER (Norfolk County)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	0	0	0	0	0	0	0	0	0	0	0
Blanks	0	0	0	0	0	2	0	0	0	0	2

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
LIBERTARIAN PARTY											
Total # of Votes Cast	1	1	0	1	0	0	1	0	0	0	4
REPRESENTATIVE IN CONGRESS (Ninth District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	1	0	0	1	0	0	0	0	0	0	2
Blanks	0	1	0	0	0	0	1	0	0	0	2
COUNCILLOR (Second District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	1	0	0	1	0	0	0	0	0	0	2
Blanks	0	1	0	0	0	0	1	0	0	0	2
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)											
Louis Sinoff	1	1	0	0	0	0	1	0	0	0	3
Scattered Write-Ins	0	0	0	1	0	0	0	0	0	0	1
Blanks	0	0	0	0	0	0	0	0	0	0	0
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	1	0	0	1	0	0	1	0	0	0	3
Blanks	0	1	0	0	0	0	0	0	0	0	1
REGISTER OF DEEDS (Norfolk District)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	1	0	0	1	0	0	0	0	0	0	2
Blanks	0	1	0	0	0	0	1	0	0	0	2
SHERIFF (Norfolk County)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	1	0	0	1	0	0	0	0	0	0	2
Blanks	0	1	0	0	0	0	1	0	0	0	2
COUNTY COMMISSIONER (Norfolk County)											
No Nomination	-	-	-	-	-	-	-	-	-	-	-
Scattered Write-Ins	1	0	0	2	0	0	0	0	0	0	3
Blanks	1	2	0	0	0	0	2	0	0	0	5

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances t the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformit with the laws governing elections.

Adjourned at 9:40 P.M., September 14, 2004.

Theodora K. Eaton, CMC
Town Clerk

A true copy
ATTEST:

RECORD OF THE STATE ELECTION
Tuesday, November 2, 2004

Pursuant to a Warrant issued by the Selectmen October 12, 2004 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the second day of November in the year 2004 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C - Newman School - Gymnasium
Precinct D - High Rock School - Classroom
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G – Broadmeadow School Performance Center
Precinct H - Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws as well as the voters' Bill of Rights.

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
7:00 A.M.	0	0	0	0	0
8:00 A.M.	153	182	195	202	200
9:00 A.M.	330	320	360	380	390
10:00 A.M	483	470	519	556	560
11:00 A.M.	621	621	630	747	683
12:00 NOON	719	734	791	910	821
1:00 P.M.	802	832	895	976	896
2:00 P.M.	873	910	1000	1061	1091
3:00 P.M.	950	970	1120	1149	1217
4:00 P.M.	1060	1108	1210	1264	1327
5:00 P.M.	1236	1237	1319	1372	1444
6:00 P.M.	1338	1379	1421	1481	1560
7:00 P.M.	1458	1512	1531	1603	1711
8:00 P.M.	1517	1562	1583	1651	1763

PRECINCTS	F	G	H	I	J
7:00 A.M.	0	0	0	0	0
8:00 A.M.	219	156	184	192	169
9:00 A.M.	425	312	344	415	343
10:00 A.M.	591	450	515	546	483
11:00 A.M.	733	607	675	716	612
12:00 NOON	908	730	846	828	725
1:00 P.M.	1020	798	966	905	800
2:00 P.M.	1134	892	1106	975	873
3:00 P.M.	1226	967	1296	1069	961
4:00 P.M.	1342	1144	1423	1257	1067
5:00 P.M.	1484	1335	-	1465	1190
6:00 P.M.	1579	1465	1658	1592	1315
7:00 P.M.	1727	1606	1785	1735	1517
8:00 P.M.	1789	1737	1850	1808	1576

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:50 P.M., November 2, 2004.

The total number of votes cast was as follows:
(Includes 13 provisional ballots and 29 overseas absentee ballots received by tenth day following the election)

	Total
Precinct A	1520
Precinct B	1567
Precinct C	1588
Precinct D	1654
Precinct E	1778
Precinct F	1804
Precinct G	1742
Precinct H	1851
Precinct I	1817
Precinct J	1584

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST – 16,905
(87.31% of Registered Voters)

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	1520	1567	1588	1654	1778	1804	1742	1851	1817	1584	16,905
ELECTORS OF PRESIDENT AND VICE PRESIDENT (Vote for One)											
Badnarik and Campagna	8	9	8	8	12	5	4	9	14	7	84
Bush and Cheney	516	596	570	582	656	553	575	679	580	536	5,846
Cobb and LaMarche	2	1	7	2	8	10	3	3	3	3	42
Kerry and Edwards	982	945	986	1039	1081	1222	1143	1145	1206	1026	10,775
Scattered Write-Ins	5	7	7	13	9	7	8	8	6	4	74
Blanks	7	9	10	10	12	7	9	7	8	5	84
REPRESENTATIVE IN CONGRESS (Ninth District) (Vote for One)											
Stephen F. Lynch	1065	1012	1053	1076	1196	1236	1222	1235	1246	1049	11,390
Scattered Write-Ins	21	21	15	15	28	21	19	16	11	17	184
Blanks	434	534	520	563	554	547	501	600	560	518	5,331
COUNCILLOR (Second District) (Vote for One)											
Kelly A. Timilty	985	926	989	985	1075	1131	1113	1153	1161	952	10,470
Scattered Write-Ins	15	10	9	5	15	9	9	17	8	11	108
Blanks	520	631	590	664	688	664	620	681	648	621	6,327
SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District) (Vote for One)											
Scott P. Brown	596	708	727	689	831	661	751	881	763	630	7,237
Angus G. McQuilken	815	740	774	845	841	1027	917	871	972	837	8,639
Louis Sinoff	33	26	14	25	24	29	19	16	18	25	229
Scattered Write-Ins	2	3	1	1	1	0	1	2	2	2	15
Blanks	74	90	72	94	81	87	54	81	62	90	785
REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District) (Vote for One)											
Lida E. Harkins	1087	1060	1133	1154	1210	1282	1251	1281	1301	1087	11,846
Scattered Write-Ins	17	13	14	11	20	17	11	21	11	15	150
Blanks	416	494	441	489	548	505	480	549	505	482	4,909
REGISTER OF DEEDS (Norfolk District) (to fill vacancy) (Vote for One)											
William P. O'Donnell	1004	957	996	1005	1088	1156	1145	1143	1170	984	10,648
Scattered Write-Ins	16	7	6	4	13	7	5	12	4	8	82
Blanks	500	603	586	645	677	641	592	696	643	592	6,175
SHERIFF (Norfolk County) (Vote for One)											
Michael G. Bellotti	1028	939	1004	1013	1078	1152	1127	1147	1151	967	10,606
Scattered Write-Ins	15	7	6	7	13	13	8	12	5	8	94
Blanks	477	621	578	634	687	639	607	692	661	609	6,205

The result of the balloting was as follows:

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	1520	1567	1588	1654	1778	1804	1742	1851	1817	1584	16,905
COUNTY COMISSIONER (Norfolk Country) (Vote for Nor More Than Two)											
John M. Gillis	659	641	671	670	683	759	684	760	783	662	6,972
Francis W. O'Brien	658	671	687	669	799	763	821	811	805	693	7,377
Scattered Write-Ins	10	7	8	8	12	8	4	14	6	5	82
Blanks	1713	1815	1810	1961	2062	2078	1975	2117	2040	1808	19,379
QUESTION #1 (An Act Relative To The Charter Of The Town of Needham/Town Manager)											
Yes	1057	1079	1211	1227	1372	1320	1393	1393	1412	1193	12,657
No	243	207	197	227	224	244	211	240	230	189	2,212
Blanks	220	281	180	200	182	240	138	218	175	202	2,036
QUESTION #2 (Accept MGL Chapter 44B, Sections 3 – 7 inclusive - Community Preservation Act)											
Yes	735	781	827	863	958	972	1044	906	996	811	8,893
No	634	573	653	650	693	663	613	787	701	624	6,591
Blanks	151	213	108	141	127	169	85	158	120	149	1,421
QUESTION #3 (Non Binding Question Re: Authority To Create Congressional & Legislative Districts)											
Yes	774	727	808	797	928	921	972	908	956	804	8,595
No	416	433	461	499	507	495	484	551	504	445	4,795
Blanks	330	407	319	358	343	388	286	392	357	335	3,515

The ballots casts in the several precincts were returned to the Town Clerk in the sealed cases. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:50 P.M., November 2, 2004.

Theodora K. Eaton, CMC
Town Clerk

A true copy
ATTEST:

RECORD OF SPECIAL TOWN MEETING
Monday, November 8, 2004

Pursuant to a Warrant issued by the Selectmen September 28, 2004 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, February 7, 2005, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 201 voters, including 188 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator introduced the First Grade Class at the Hillside School who led Town Meeting members in the Pledge of Allegiance. Town Meeting members then joined the class in singing "God Bless America". The grand finale was the singing of "The Grand 'Ole Flag" led by their teacher, Marjorie M. Margolis, and accompanied by pianist Mr. Saylor.

At the designation of the President of the Needham Clergy Association, Rabbi Carl M. Perkins, Pastor, Temple Aliyah, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

2. I ask that you rise to be recognized and address the Moderator. Please state your name and precinct when recognized so that the Town Clerk may keep an accurate record.

3. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

4. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

5. Short motions to amend and procedural motions need not be in writing.

6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

7. Limits on debate shall be enforced by the Moderator.

8. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

9. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

10. Unanimous consent was given to adopt the following limits of debate:

15 Minutes - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

As in previous years, with respect to Article 10, an amendment to Article 12, the Fiscal Year 2005 Operating Budget, as well as Articles 11, 12, and 13, no motion to amend which adds funds to a particular line item or items will be in order unless the movant identifies the line items elsewhere in the budget from which these funds will be taken.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that the proponents no longer have an interest in Articles 2, 5, 8, and 9 herewith withdrawn.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 1. No Town Meeting Members responded with "question" or "debate" to Articles 3, 11, 12, and 13. The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder is as follows:

ARTICLE 3: FUND COLLECTIVE BARGAINING AGREEMENT – DPW/SEIU

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the SEIU/DPW Union, and to recommend amending the necessary line items in the fiscal year 2005 operating budget adopted under Article 12 of the 2004 Annual Town Meeting, proposed to be amended under Article 10 of this Special Town Meeting; and to recommend amending the necessary line items in the 2005 Water Enterprise Fund budget adopted under Article 15 of the 2004 Annual Town Meeting, proposed to be amended under Article 13 of this Special Town Meeting; and to recommend amending the

necessary line items in the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting, proposed to be amended under Article 12 of this Special Town Meeting; and to recommend amending the necessary line items in the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting, and proposed to be amended under Article 11 of this Special Town Meeting to fund same; or take any other action relative thereto.

Article 3 Explanation: The Town and the DPW/SEIU Union have reached agreement on a collective bargaining agreement for fiscal year 2005 and 2006. If the Agreement is funded by Town Meeting, base wages will increase by 2.5% for fiscal year 2005 and 3.0% for fiscal year 2006. A summary of all provisions contained in the agreement will be distributed to Town Meeting Members at or before the Special Town Meeting.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the SEIU/DPW Union, and to recommend amending the necessary line items in the fiscal year 2005 operating budget adopted under Article 12 of the 2004 Annual Town Meeting, proposed to be amended under Article 10 of this Special Town Meeting; and to recommend amending the necessary line items in the 2005 Water Enterprise Fund budget adopted under Article 15 of the 2004 Annual Town Meeting, proposed to be amended under Article 13 of this Special Town Meeting; and to recommend amending the necessary line items in the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting, proposed to be amended under Article 12 of this Special Town Meeting; and to recommend amending the necessary line items in the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting, and proposed to be amended under Article 11 of this Special Town Meeting to fund same.

ACTION: So voted by unanimous vote.

ARTICLE 11: AMEND FY2005 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
1001	Salaries	$470,426	$480,376
1003	Expenses	$127,755	$128,230

or take any other action relative thereto.

Article 11 Explanation: The Town and the SEIU Union have reached agreement on a contract for fiscal years 2005 and 2006. This article will fund that agreement.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
1001	Salaries	$470,426	$480,376
1003	Expenses	$127,755	$128,230.

ACTION: So voted by unanimous vote.

ARTICLE 12: AMEND FY2005 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
2001	Salaries	$503,342	$513,642
2003	Expenses	$66,658	$67,258

or take any other action relative thereto.

Article 12 Explanation: The Town and the SEIU Union have reached agreement on a contract for fiscal years 2005 and 2006. This article will fund that agreement.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
2001	Salaries	$503,342	$513,642
2003	Expenses	$66,658	$67,258

ACTION: So voted by unanimous vote.

ARTICLE 13: AMEND FY2005 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Water Enterprise Fund Budget adopted under Article 15 of the 2004 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
3001	Salaries	$807,973	$823,773
3003	Expenses	$395,545	$396,470

or take any other action relative thereto.

Article 13 Explanation: The Town and the SEIU Union have reached agreement on a contract for fiscal years 2005 and 2006. This article will fund that agreement.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2005 Water Enterprise Fund Budget adopted under Article 15 of the 2004 Annual Town Meeting by deleting the

amounts of money appropriated under some of the line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
3001	Salaries	$807,973	$823,773
3003	Expenses	$395,545	$396,470.

ACTION: So voted by unanimous vote.

The Moderator introduced the incoming Police Chief, Lieutenant Thomas Leary, who will be replacing outgoing Police Chief William G. Slowe.

The Moderator also announced that tickets for the Needham/Wellesley rivalry football game at Needham could be purchased by calling 781-455-0800.

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 1: AMEND ZONING BY-LAW – DEFINITION OF HALF-STORY

To see if the Town will vote to amend the Zoning By-Law, Section 1.3, Definitions, by revising the definition of the term "Half-Story" so that it shall read as follows (new language underlined):

"Half-Story or ½ Story – For all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

Or take any other action relative thereto.

Article 1 Explanation: This article would revise the definition of the term "half-story" in the Center Business District by allowing for the placement of dormers in the "½ story" of apartment and multi-family dwellings located directly above the second floor subject to the following restrictions: (1) no more than 50% of the area contained in the ½ story could have a finished ceiling height exceeding 5 feet; and (2) the length of dormers installed in a sloping roof directly above the second story of a structure could not exceed 30% of the eve length of the portion of the roof in which the dormer is built. There would be no restrictions on the length of dormers installed in a sloping roof directly above the first story of a structure. The change is intended to encourage housing and mixed-use development in the downtown by allowing for more useable square footage to be created in the "half-story" dedicated to a residential use.

MOVED: That the Town vote to amend the Zoning By-Law Section 1.3, Definitions, by revising the definition of the term "Half-Story" so that it shall read as follows (new language underlined):

"Half-Story or ½ Story – For all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor, that portion of a building included between the upper surface of a floor and the lower surface of a sloping roof next above where the area contained therein has a finished ceiling height exceeding 5'-0". Dormers installed in a sloping roof directly above the second story of a structure shall be limited in size as follows: the total length of the front wall(s) of a dormer(s) shall not exceed 30% (thirty percent) of the eave length of the portion of the roof in which the dormer is built. There are no restrictions on dormers installed in a sloping roof directly above the first story of a structure. This definition shall apply to all single-family detached dwellings, two-family detached dwellings, and apartment and multi-family dwelling units permitted by Special Permit in the Center Business District and located in the half-story directly above the second floor. For all other buildings the definition is, that part of a building under a sloping roof where the full-length rafters rest on the top beam of the story below."

Mrs. Devra G. Bailin, member, addressed this proposal on behalf of the Planning Board. She explained that this is an interim measure that would allow residential uses on the one-half story in the Center Business District. She urged support of this proposal.

Mr. John H. Cogswell, Selectman, advised that this is a vital first step to revitalize the downtown and heights business areas. He stated that the Board of Selectmen unanimously recommends adoption of this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 2 was previously withdrawn on November 8, 2004.

Article 3 was previously adopted unanimously.

ARTICLE 4: APPROPRIATE FOR FIRE ENGINE REPAIRS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $40,000 to make necessary repairs to Fire Engine #4, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

Article 4 Explanation: The Fire Department is seeking $40,000 to perform major repairs to the drive train, as well as body and paintwork to the exterior of the vehicle. This work is necessary to prolong the lifespan of the vehicle, as it is slated for use as the Department's reserve engine for several years beyond its life as a front line unit.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $40,000 to make necessary repairs to Fire

Engine #4, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. Gerald A. Wasserman, Selectman, advised that these are necessary repairs to Fire Engine #4 and the Board of Selectmen recommend adoption.

Laura A. Brooks, member, addressed this proposal on behalf of the Finance Committee. She explained that this is a 1989 pumper that will supplement the new Fire Engine approved by Town Meeting last May. The Finance Committee supports this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 5 was previously withdrawn on November 8, 2004.

ARTICLE 6: APPROPRIATE FOR DOWNTOWN DESIGN

To see if the Town will vote to raise, appropriate, and/or transfer the sum of $15,000 for the purpose of funding the Town's contribution to supplement a grant and private funding for a land use, zoning, traffic and parking study of Needham Center, to be spent under the direction of the Planning Board and raised from the tax levy; or take any other action relative thereto.

Article 6 Explanation: This request will fund the Town's share of a comprehensive planning study focused on improving and enhancing Needham Center. The plan is intended to engage the Town, including municipal officials, citizens, business interests, property owners, and, where appropriate, federal and state transportation agencies, in a focused and prioritized planning effort to improve the downtown area. The potential for Needham Center is great, but has been limited by the lack of an updated cohesive vision for the future and the coordinated decision-making that would follow from that vision. To assure that Needham Center continues to serve its important social and economic role, a plan to guide its growth going forward is needed.

The proposed comprehensive planning process would achieve two primary objectives: 1) develop a cohesive comprehensive plan for the future of Needham Center, which addresses the land use, infrastructure, parking and traffic issues; and 2) educate and involve the community during plan development to assure a planning effort supported by a broad range of community representatives.

Planning activities would include the following: an examination of existing conditions and possible future conditions under various scenarios; a review of alternatives to address those conditions; and an educational process with workshops and surveys, if necessary, through which the community will clarify the decisions to be made and assist in the development of the plan. The final results of the program will be based on the preliminary products and the educational process and consensus building process with the community. Specifically, there will be two results: 1) a vision of the short and long term future of Needham Center based on physical, economic and political feasibility, including a parking and traffic management plan, infrastructure improvements and complementary land use or zoning decisions; and 2) an implementation plan.

The comprehensive planning study is expected to cost $80,000 with funding provided through a $50,000 state grant, $15,000 to be raised through local business contributions, and $15,000 to be raised from the tax levy.

MOVED: That the Town vote to raise, appropriate, and/or transfer the sum of $15,000 for the purpose of funding the Town's contribution to supplement a grant and private funding for a land use, zoning, traffic and parking study of Needham Center, to be spent under the direction of the Planning Board and raised from the tax levy.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this article is an important opportunity to develop the downtown area through "smart growth". The theory is that if residents are living in the downtown area, they will shop in the downtown area. Add affordable housing and each element enhances the other. There are also many opportunities for public involvements. The Board of Selectmen strongly supports this proposal.

Mr. Maurice P. Handel, member, addressed this proposal on behalf of the Planning Board. He advised that this is a comprehensive plan for the downtown business center, Chestnut Street, and Highland Avenue corridor to the Library. We hope to raise $15,000 from donations, $50,000 from a state grant, and $15,000 from the tax levy. Mr. Handel indicated that the time is right to make better use of our assets. The Planning Board urges adoption.

Jane A. Howard, member, indicated that the Finance Committee supports this article and feels that this proposal represents a good blend of financing and is a good investment for the community.

Michael J. Greis spoke in favor of this proposal. He asked if any part of this project could be applied to Needham Heights. Mr. Handel advised that this project includes part of Highland Avenue and will help with the next phase.

In response to an inquiry from Mr. Greis, Mr. David S. Tobin, Town Counsel, advised that the Needham Cinema is going through tax title. The town is trying to obtain this property, but the Land Court process takes time. He estimated that this process might be completed in three to four months.

In response to an inquiry from Mr. Russell S. Broad, Jr. regarding the creation of additional housing, Mr. Maurice P. Handel indicated that part of the answer is why we need this study. It will give us the tools to create incentives for larger building opportunities.

Mr. Matthew David Talcoff felt strongly that the Heights area is included in this study.

In response to an inquiry from Leigh M. Doukas, Mr. Handel stated that if there was not enough money to conduct the study, it would not be done.

Mr. Peter J. Fugere spoke in favor of this proposal. In response to several inquiries, Mr. Handel advised that the projected completion date is nine to twelve months from the RFP.

After a brief discussion a motion to move the previous question was offered by Mr. Michael A. Diener. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, appropriate, and/or transfer the sum of $50,000 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

Article 7 Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time as the fund grows and is supported it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. An appropriation to the fund requires a two-thirds vote of Town Meeting. The $50,000 will be the first appropriation into the fund. This appropriation request is possible at this time because the Town has received revenue that is deemed to be non-recurring and best not used for operating expense. There is also a minimal property tax contribution ($532) that was derived from the certified new growth revenue for FY 2005.

MOVED: That the Town vote to raise, appropriate, and/or transfer the sum of $50,000 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy.

Mr. James G. Healy, Chairman, addressed this proposal on behalf of the Board of Selectmen. He indicated that this proposal is related to Article 58 of the 2004 May Annual Town Meeting. The purpose of this fund is to set aside funds for future capital investments. This is for a rainy day. The three methods for funding include this article includes new growth revenue, surplus equipment proceeds, and an increase in lottery aid. Mr. Healy expressed his pleasure that the fund was established last May and it is now time to start the fund. The Board of Selectmen unanimously supports this proposal.

Mr. Stephen A. Jonas, Chairman, advised that the Finance Committee supports this article and that the amount of $50,000 is appropriate. He indicated that there may be periods in which we cannot add to the fund, but we feel this proposal should go forward. Mr. Jonas indicated that the Board of Selectmen put together the following parameters to add to this fund: 1. Non-recurring revenue, 2. New growth, and 3. A property tax contribution.

In response to an inquiry from Mr. Michael J. Greis, Mr. Healy indicated that current earnings on short and long term investments is 1% and 2 % respectively.

Mr. Healy advised that once there is sufficient money in the fund, the Board of Selectmen will go to the Finance Committee and then to Town Meeting for a vote.

A motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 8 was previously withdrawn on November 8, 2004.

Article 9 was previously withdrawn on November 8, 2004.

ARTICLE 10: AMEND FY2005 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
007	Debt Service	$2,211,963	$5,770,518
012	Reserve Fund	$883,600	$847,325
102	Selectmen/Administration POS	$130,351	$145,351
119	Finance, POS	$408,064	$413,064
120	Finance, Expenses	$93,005	$94,005
401	Public Works Salaries	$2,535,031	$2,605,781
402	Public Works POS	$705,399	$668,399
403	Public Works Expenses	$313,750	$316,275
405	Snow & Ice	$165,000	$200,000
408	MBMB POS	$2,038,318	$2,326,318

or take any other action relative thereto.

Article 10 Explanation: The change to the debt service line is an accounting transaction intended to reflect debt exclusion override votes in the operating budget. This accounting does not affect the amount that the Town pays in debt service, now or in the future.

MOVED: That the Town vote Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
007	Debt Service	$2,211,963	$5,770,518
012	Reserve Fund	$883,600	$847,325
103	Selectmen/Administration POS	$130,351	$145,351
119	Finance, POS	$408,064	$413,064
120	Finance, Expenses	$93,005	$94,005
401	Public Works Salaries	$2,535,031	$2,605,781
404	Public Works POS	$705,399	$668,399
405	Public Works Expenses	$313,750	$316,275
405	Snow & Ice	$165,000	$200,000
408	MBMB POS	$2,038,318	$2,326,318.

A motion to amend was offered by Mr. Mark P. Fachetti as follows:

Line Item	Appropriation	Changing From	Changing To
012	Finance Committee Reserve Fund	$883,600	$ 913,325.

Mr. Stephen A. Jonas, Chairman, reviewed the line item amendments on behalf of the Finance Committee.

Mr. Richard S. Creem, Finance Committee member, advised that the increase in Line Item 408 is due to increasing energy costs. He stated that the Finance Committee recommends approval of the amendments to the fiscal year 2005 Operating Budget.

Mrs. Cynthia Conturie expressed interest in energy costs and requested a table specifying energy use in each of the municipal buildings. Mr. Creem noted that there is an energy chart of the various buildings.

Mr. James G. Healy, Chairman, advised that the Board of Selectmen unanimously support Article 10. He also noted that the Board is concerned with energy costs at the new Eliot & Broadmeadow Schools.

After a brief discussion, a motion to move the previous question was offered by Mr. Robert T. Smart, Jr. The motion was presented and carried unanimously by voice vote.

The motion to amend Line Item 12 was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
007	Debt Service	$2,211,963	$5,770,518
012	Reserve Fund	$883,600	$913,325
104	Selectmen/Administration POS	$130,351	$145,351
119	Finance, POS	$408,064	$413,064
120	Finance, Expenses	$93,005	$94,005
401	Public Works Salaries	$2,535,031	$2,605,781
406	Public Works POS	$705,399	$668,399
407	Public Works Expenses	$313,750	$316,275
405	Snow & Ice	$165,000	$200,000
408	MBMB POS	$2,038,318	$2,326,318.

ARTICLE 11 was previously adopted by unanimous vote.

ARTICLE 12 was previously adopted by unanimous vote.

ARTICLE 13 was previously adopted by unanimous vote.

At this time the Moderator thanked students Andre Pasquarosa and Peter McLaughlin for manning the microphones and Steve Tedeschi for maintaining the audio system, custodian Tom Grimes, and the Needham cable staff.

Mr. James G. Healy on behalf of the Board of Selectmen offered the following Resolutions:

RESOLUTION
In memory of Charlotte Carre

WHEREAS: Charlotte Boden Carre was born in Harrisburg, Pennsylvania, graduated from Wayne State University in Detroit, Michigan and later taught school in Detroit; and

WHEREAS: Charlotte Carre and her husband, Peter, moved to Needham in 1945, living together in Needham for 59 years and raising two daughters, Catherine and Jane, and one son, Peter; and

WHEREAS: Charlotte Carre worked for the Town of Needham for 23 years, in the Data Processing Department at Needham High School from 1965 to 1982, and in the Data Processing Department at Town Hall from 1982 until her retirement in 1988; and

WHEREAS: Charlotte Carre participated in many charitable and civic affairs in Needham. She was an active member of the League of Women Voters, serving as President of that organization, and served as a Town Meeting Member from Precinct G from 1959 to 1974;

NOW THEREFORE, BE IT RESOLVED by this body that the November 8, 2004 Special Town Meeting be dissolved in honor of the many civic and community contributions of Charlotte Boden Carre.

RESOLUTION

In memory of Our Country's Heroes

WHEREAS: The citizens of this nation live in freedom won through the great sacrifice which has provided the foundation for a free, prosperous and independent life; and

WHEREAS: It is fitting to recall the service and sacrifice of those who served in harms way when duty to country was required; and

WHEREAS: The service of Needham's citizens, performed with a sense of duty and honor, reflects great credit upon themselves, their families, and our community; and

WHEREAS: As of this day, 1280 men and women have been killed in the service to their country as part of Operation Iraqi Freedom and Operation Enduring Freedom, and an additional 8,692 men and women have been wounded;

NOW THEREFORE, BE IT RESOLVED by this body that the November 8, 2004 Special Town Meeting is dedicated to the remembrance of all veterans including our troops in Iraq, those stationed around the world, those who have served in the past, and those who have given their lives for their country.

ACTION: At 9:32 P.M. on Monday, November 8, 2004, the Resolutions were presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC
Town Clerk

A true copy
Attest:

RECORD OF SPECIAL TOWN MEETING
Monday, February 7, 2005

Pursuant to a Warrant issued by the Selectmen January 11, 2005 the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the William F. Pollard Middle School on Monday, February 7, 2005, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 166 voters, including 162 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator requested Town Meeting Members to rise and join in the Pledge Allegiance to the flag. He then announced the passing of one of our Town Meeting Member family, Patrick C. Forde. Mr. Forde was an elected Town Meeting member, Commissioner of Trust Funds, an aide to our State Representative Lida Harkins, husband of Patricia Forde, father of three, and all around good man. The Moderator requested a moment of silence in memory of Patrick C. Forde.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

2. I ask that you rise to be recognized and address the Moderator. Please state your name and precinct when recognized so that the Town Clerk may keep an accurate record.

3. Your attention is drawn to the disclosure required by an attorney employed by one who has an interest in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

4. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

5. Short motions to amend and procedural motions need not be in writing.

6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been placed on the floor.

7. Limits on debate shall be enforced by the Moderator.

8. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

9. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

10. Unanimous consent was given to adopt the following limits of debate:

15 Minutes - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys.

As in previous years, with respect to Article 10, an amendment to Article 12, the Fiscal Year 2005 Operating Budget, as well as Articles 11, 12, and 13, no motion to amend which adds funds to a particular line item or items will be in order unless the movant identifies the line items elsewhere in the budget from which these funds will be taken.

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

The Moderator announced that the proponents would not withdraw Article 1.

As in the tradition of the Annual Town Meeting, the Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call Article 1 in the Warrant. Town Meeting Members responded with "question" or "debate" to Article 1. Discussion commenced under Article 1 at this time.

ARTICLE 1: APPROPRIATE FOR NEEDHAM HIGH SCHOOL

To see if the Town will vote to raise and/or transfer and appropriate $10,700,000, or any other sum of money, in addition to the $51,300,000 previously appropriated, for architectural design, engineering, addition, construction, and/or reconstruction of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project; or take any other action relative thereto.

Article 1 Explanation: In November 2003, the Town voted to approve a debt exclusion override not to exceed $51.3 million to

provide architectural design, engineering, addition, construction and/or renovation of the Needham High School. On November 17, 2004, general contractor bids were received. The lowest bid, awarded to TLT Construction, will require that an additional $10,700,000 be approved to complete the project. Most of the increase is due to inflation in the cost of building materials. Since 2003 (when the project costs were estimated), structural steel has increased 24% and reinforcing bar has increased 41%. The remaining increase is attributed to two factors: the site, with its limited size, hilly terrain, and parking requirements; and the 1930 portion of the building, with issues of indoor air quality, accessibility, and making the older portion fit into the academic program. There has been no increase in the square footage of the building since the Town vote, and the actual cost of the project was not known until the bids were received. Early site work began in June 2004, and TLT began construction of the new wing in December 2004.

MOVED: To see if the Town will vote to raise and/or transfer and appropriate $10,700,000, or any other sum of money, in addition to the $51,300,000 previously appropriated, for architectural design, engineering, addition, construction, and/or reconstruction of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project.

A motion to amend was offered by Mr. Gary C. Crossen by striking in the first sentence the phrase "or any other sum of money,"

Mr. Gary C. Crossen, Chairman, addressed this proposal on behalf of the School Committee. He explained that the High School has had many facility problems over the years. The heating and ventilation system is inadequate, safety systems need updating, and the science labs are inadequate and not ventilated. Needham High School is on warning status for accreditation until the building needs are met. The town voted to appropriate $51.3 million at the May 2003 Annual Town Meeting. This sum was based on the square footage of the new building. After this Town Meeting there was a very short period of time to qualify for 50% State reimbursement before the state declared a moratorium (August 29, 2003). Yesterday the town was dealing with estimates. Today the town is dealing with real bids. Hard construction costs alone have increased by $8.7 million. We managed to qualify for state reimbursement at 50%. Once the moratorium on state funds opens up, the reimbursement rates will be less.

Mr. Crossen noted that the current design is adequate for future enrollment needs. The building is designed with flexibility. He also advised that is would not be prudent to scale back to the original $51.3 million appropriation. The town's elected officials feel that it would not meet the educational needs, the future enrollment, or create a sound facility. Mr. Crossen urged support of this proposal.

Unanimous consent was given to allow Mr. James Barrett, architect for Drummey Rosane Anderson Inc. and non-resident, to address town meeting. Mr. Barrett presented a slide presentation on the various designs and site plan. He then reviewed the site development of various parts of the High School project.

Mr. John P. Connelly, Chairman, addressed this proposal on behalf of the Permanent Public Building Committee. He reviewed the components of the additional $10.7 million appropriation. The estimate construction cost shortfall is $8.7 million. Other project shortfall costs include contingency and project management. The town anticipates that the state will reimburse at least $3.3 million of the $10.7 million overrun. Mr. Connelly noted that after the override passed, extensive design work was done. The Permanent Public Building Committee made various changes to achieve cost savings. Some of these changes were used. Others were rejected. The bids were opened on November 17, 2004 and TLT Construction was the low bidder at $44.9 million. Mr. Connelly noted that it is not easy to come back and say that we need more money. The hard questions have been asked and the town feels this is the right way to go.

Mr. James G. Healy, Chairman, addressed this proposal on behalf of the Board of Selectmen. He advised that the Board of Selectmen agree with the Permanent Public Building Committee in that this is a 50- to 60-year building and if we don't do it right, it will cost more in the long run. The downside is that if this proposal were voted down at the Annual Town Election on April 12, 2005, the project would stop. There is a penalty clause in the TLT contract, which would cost the town approximately $1.5 million. We have already completed about $6 million worth of work. There would also be additional wrap-up costs involved. Mr. Healy reiterated that Needham was one of 29 towns given the opportunity for 50% state reimbursement. Projects down the road will only receive 40% state reimbursement and that would cost another $5 million. In addition, the accreditation would still be in jeopardy because of the condition of the building. The Board of Selectmen unanimously believes the most cost effective way is to proceed with the project. Mr. Healy noted that there would be an impact to the taxpayer. The high point in the old program would be a tax increase of $500.. The high point in the new program would be a tax increase of $300. It would take 36 years to pay of this debt with the old program and 24 years with the new program. Although the average taxpayer will pay $1600 more over the entire 24-year period (or $66 per year). the tax impact for those years will actually be less than estimated at the time of the vote on the $51.3 million project because reimbursement will begin in 2008 rather than 2022. The state will pay $29 million in 2009. The Board of Selectmen unanimously supports this article.

Mr. Mark P. Fachetti, Vice Chairman, addressed this article on behalf of the Finance Committee. He stated that the Finance Committee also reviewed all events leading to this article. The town was notified of the state's 50% reimbursement in 2003 and the School Committee did not have time to make final plans before the application deadline. At this point, the Finance Committee does not feel it is feasible to scale down to the $51.3 million appropriation. The objective is to build a building with this money and no more. The town will exceed its debt service level of 10% for a four-year period. The lesson to be learned is to do a better job of long term capital planning. Designs should not change after the voters have voted. Ultimately, the Finance Committee believes it would be the most responsive decision to go forward with tonight's plan.

Mrs. Cynthia Conturie rose to address some safety concerns during this construction period. She applauded the Board of Selectmen for obtaining the state's reimbursement rate of 50%. However, she suggested that safety issues on the job site need to be addressed and questioned if some of the $10.7 million could be used for that purpose.

In response to an inquiry from Mr. David J. Escalante, Mr. John P. Connelly, Chairman of the Permanent Public Building Committee, advised that the $1 million in contingency in the $10.7 million is necessary. He stated that every day something happens and there is a need to be able to deal with these situations.

A motion to amend was offered by Mr. David J. Escalante to strike the amount of "$10,700,000" and insert in place thereof the amount of "$10,000.000".

Mr. Steven Rosenstock spoke in opposition to the motion to amend the amount to $10,000,000. He stated that the original process time was very short because of the state's deadline and the town should have come in at $60 million. Mr. Rosenstock indicated that 10% is a normal amount for contingency.

In response to an inquiry from Mr. Russell S. Broad, Jr., Mr. John P. Connelly advised that the Permanent Public Building Committee is using the top oversight firm in the area of Heald & Ames. He also advised that most of the roofs are sloped with some flat areas to get onto the roof.

In response to an inquiry from Mr. Timothy P. Tierney, Mr. Connelly noted that there are milestones for various steps of the project and a $3,000 per day penalty if these milestones are not reached.

After a lengthy discussion, a motion to move the previous question on all motions was offered by Mr. Thomas M. Harkins. The motion was presented and carried unanimously by voice vote.

Mr. Escalante's motion to amend was presented, but it failed to pass by voice vote.

Mr. Crossen's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by the required two-thirds vote as declared by the Moderator.

VOTED: To see if the Town will vote to raise and/or transfer and appropriate $10,700,000, in addition to the $51,300,000 previously appropriated, for architectural design, engineering, addition, construction, and/or reconstruction of the Needham High School, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow under M.G.L. Chapter 44, Section 7, M.G.L. Chapter 70B, or any other enabling authority; and to authorize the School Committee to apply for any grants or other funds to defray the cost of said project.

At 9:20 P.M. James G. Healy on behalf of the Board of Selectmen offered the following Resolution:

RESOLUTION

In memory of Patrick C. Forde

WHEREAS: Patrick Forde was born and raised in Jamaica Plain and earned his Bachelors Degree in political science at Boston State College; and

WHEREAS: Pat married Patricia Joyce in 1978, living first in West Roxbury and then making a home in Needham in 1985. Pat and Patty settled in Needham and together raised their three children, Tara, Ashley, and Ryan; and

WHEREAS: Pat began his career in banking and financial services and later specialized in security systems. Most recently, Pat served as Legislative Aide to Representative Lida Harkins, where he was able to build a new career combining his passion for government and politics. He recently enrolled in the Master of Public Administration program at Suffolk University in pursuit of expanded opportunities through continuing education; and

WHEREAS: Pat Forde participated in many charitable and civic affairs in Needham. He was an active member of the Exchange Club and the Needham Knights of Columbus, and was a devoted parishioner at St. Bartholomew Parish; and

WHEREAS: Pat was elected and served as a Commissioner of Trust Funds for the Town of Needham and also as a Town Meeting Member from 1977 to 2005; and

WHEREAS: As a dedicated and enthusiastic citizen and caring parent, Pat symbolized those qualities that transcend individualism and define community in Needham.

NOW THEREFORE, be it resolved by this body that the February 7, 2005 Special Town Meeting be dissolved in honor of the many civic and community contributions of Patrick C. Forde to the Town of Needham.

ACTION: At 9:35 P.M. on Monday, February 7, 2005, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMMC/AAE
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION
Tuesday April 12, 2005

Pursuant to a Warrant issued by the Selectmen March 8, 2005, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the twelfth day of April in the year 2005 at forty-five minutes after six o'clock in the forenoon for the purpose of nominating Town Officers and Town Meeting Members. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Wardens of the Precincts read the Warrant and the Officer's Return.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
Precinct B - Hillside School - Gymnasium
Precinct C - Newman School - Gymnasium
Precinct D - High Rock School - Classroom
Precinct E - Pollard Middle School - Room 226
Precinct F - Stephen Palmer Community Room
Precinct G – Broadmeadow School Performance Center
Precinct H – Broadmeadow School Performance Center
Precinct I- William Mitchell School - Gymnasium
Precinct J- William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

ARTICLE 1: ANNUAL TOWN ELECTION
To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park (trustee of soldiers' memorials - veteran) for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for Three Years;
One Member of Park and Recreation Commission for Three Years;
Two Constables for Three Years;
Eight Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Seven Town Meeting Members from Precinct B for Three Years;
Eight Town Meeting Members from Precinct C for Three Years;
Eight Town Meeting Members from Precinct D for Three Years;
Eight Town Meeting Members from Precinct E for Three Years;
Nine Town Meeting Members from Precinct F for Three Years;
Eight Town Meeting Members from Precinct G for Three Years;
Eight Town Meeting Members from Precinct H for Three Years;
One Town Meeting Member from Precinct H for Two Years;
Eight Town Meeting Members from Precinct I for Three Years;
Eight Town Meeting Members from Precinct J for Three Years;
Two Town Meeting Members from Precinct J for Two Years.

ARTICLE 2: QUESTION 1: DEBT EXCLUSION: NEEDHAM HIGH SCHOOL

"Shall the Town of Needham be allowed to exempt from the provisions of Proposition two and one-half, so-called, the amounts required to pay the principal of and interest on the additional bonds to be issued in an aggregate principal amount not to exceed $10,700,000 in order to provide architectural design, engineering, addition, construction and/or reconstruction of the Needham High School?"

The ballot box returns in the Precincts were as follows:

PRECINCTS	A	B	C	D	E
6:45 A.M.	0	0	0	0	0
7:00 A.M.	0	0	6	18	2
8:00 A.M.	26	29	35	36	50
9:00 A.M.	39	62	65	55	83
10:00 A.M	75	82	96	79	101
11:00 A.M.	105	115	125	93	120
12:00 NOON	135	160	144	116	158
1:00 P.M.	151	188	168	139	188
2:00 P.M.	169	218	201	162	212
3:00 P.M.	185	253	230	187	245
4:00 P.M.	199	286	258	220	297
5:00 P.M.	240	315	285	259	356
6:00 P.M.	271	348	337	307	418
7:00 P.M.	305	396	394	369	483
8:00 P.M.	343	432	433	413	553

PRECINCTS	F	G	H	I	J
6:45 A.M.	0	0	0	0	0
7:00 A.M.	3	4	0	6	0
8:00 A.M.	9	44	53	53	41
9:00 A.M.	67	67	111	110	74
10:00 A.M.	102	80	145	138	94
11:00 A.M.	138	129	193	170	110
12:00 NOON	160	165	236	200	131
1:00 P.M.	183	194	273	226	172
2:00 P.M.	204	226	310	268	199
3:00 P.M.	245	313	385	305	210
4:00 P.M.	272	340	408	358	234
5:00 P.M.	307	360	461	409	286
6:00 P.M.	345	403	534	490	329
7:00 P.M.	417	500	609	576	389
8:00 P.M.	462	584	677	650	434

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:37 P.M., April 12, 2005.

The total number of votes cast was as follows:

	Total
Precinct A	343
Precinct B	432
Precinct C	434
Precinct D	414
Precinct E	554
Precinct F	462
Precinct G	584
Precinct H	678
Precinct I	650
Precinct J	434
TOTAL	**4,985**

(The absentee ballots are included in the Total Vote)

TOTAL VOTE CAST – 4,985
(26.85% of Registered Voters)

The results of the balloting was s follows:

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	343	432	434	414	554	462	584	678	650	434	4,985
MODERATOR (for one year)(Vote for One)											
Michael K. Fee	205	266	281	257	359	295	413	454	400	274	3,204
Scattered Write-Ins	3	0	3	1	4	1	0	1	5	1	19
Blanks	135	166	150	156	191	166	171	223	245	159	1,762
SELECTMAN (for three years)(Vote for Not More Than Two)											
John H. Cogswell	186	253	274	235	333	275	379	420	371	268	2,994
Gerald A. Wasserman	186	257	249	232	319	279	371	414	358	249	2,914
Scattered Write-Ins	6	3	9	2	7	4	4	3	5	3	46
Blanks	308	351	336	359	449	366	414	519	566	348	4,016
ASSESSOR (for three years)(Vote for One)											
Thomas J. Mulhern	191	237	254	222	306	271	359	399	355	247	2,841
Scattered Write-Ins	0	0	3	0	1	1	1	1	2	0	9
Blanks	152	195	177	192	247	190	224	278	293	187	2,135
SCHOOL COMMITTEE (for three years)(Vote for Not More Than Two)											
Michael J. Greis	171	231	239	212	277	269	343	381	341	243	2,707
Louise L. Miller	171	240	257	215	290	262	343	361	316	229	2,684
Scattered Write-Ins	2	0	6	1	3	0	3	6	4	0	25
Blanks	342	393	366	400	538	393	479	608	639	396	4,554

TOWN OFFICES

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	343	432	434	414	554	462	584	678	650	434	4,985
TRUSTEE OF MEMORIAL PARK (Trustee of soldier's memorials – Veteran) (for three years)(Vote for One)											
John S. Gallello	173	201	192	176	234	204	240	294	260	178	2,152
Frederick J. Sullivan	62	91	101	85	138	109	160	164	140	106	1,156
Scattered Write-Ins	0	1	0	0	1	1	1	0	1	0	5
Blanks	108	139	141	153	181	148	183	220	249	150	1,672
TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years)(Vote for Not More Than Three)											
Thomas M. Harkins	172	235	238	214	310	281	369	377	341	246	2,783
Sally B. Powers	178	241	245	218	298	259	338	385	343	227	2,732
Lois F. Sockol	176	229	234	211	277	269	329	376	338	238	2,677
Scattered Write-Ins	1	0	3	3	1	2	1	4	5	1	21
Blanks	502	591	582	596	776	575	715	892	923	590	6,742
BOARD OF HEALTH (for three years)(Vote for One)											
Edward V. Cosgrove	180	245	252	220	317	265	362	389	344	240	2,814
Scattered Write-Ins	2	0	1	1	2	2	1	2	2	0	13
Blanks	161	187	181	193	235	195	221	287	304	194	2,158
PLANNING BOARD (for five years)(Vote for One)											
Maurice P. Handel	176	246	256	219	311	265	359	382	348	255	2,817
Scattered Write-Ins	1	0	2	1	0	0	1	4	4	2	15
Blanks	343	432	434	414	554	462	584	678	650	434	4,985
NEEDHAM HOUSING AUTHORITY (for five years)(Vote for One)											
Peter J. Fugere	166	228	231	200	272	249	333	360	318	230	2,587
Scattered Write-Ins	0	0	3	1	0	0	1	1	2	0	8
Blanks	177	204	200	213	282	213	250	317	330	204	2,390
COMMISSIONER OF TRUST FUNDS (for three years)(Vote for One)											
Robert D. Hall, Jr.	164	235	237	202	305	241	335	392	338	240	2,689
Scattered Write-Ins	0	1	3	1	0	2	1	3	3	2	16
Blanks	179	196	194	211	249	219	248	283	309	192	2,280
PARK & RECREATION COMMISSION (for three years)(Vote for One)											
Philip V. Robey	182	242	262	232	330	281	376	408	376	272	2,961
Scattered Write-Ins	3	2	3	0	1	2	1	0	3	1	16
Blanks	158	188	169	182	223	179	207	270	271	161	2,008
CONSTABLE (for three years)(Vote for Not More Than Two)											
Charles G. Wright	157	221	233	192	267	241	310	342	296	217	2,476
Paul F. Hunt	172	204	216	197	278	234	321	329	307	226	2,484
Scattered Write-Ins	2	0	5	0	0	0	1	2	2	2	14
Blanks	355	439	414	439	563	449	536	683	695	423	4,996
QUESTION 1: DEBT EXCLUSION: NEEDHAM HIGH SCHOOL											
Yes	178	243	291	263	349	293	416	409	419	264	3,125
No	156	172	139	138	189	157	156	260	218	163	1,748
Blanks	9	17	4	13	16	12	12	9	13	7	112

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	343	432	434	414	554	462	584	678	650	434	4,985

* Not Elected

PRECINCT A (For three years) (Vote for Not More Than Eight)

Michael A. Cerendolo	156	Irwin Silverstein	177
Richard S. Creem	163	Nina Silversterin	174
John D. Genova	160	Write-Ins:	
Donald B. Gratz	168	Martha Cohen Barrett	4
Karen N. Price	176	Scattered Write-Ins	16

PRECINCT A (for one year)(Vote for One)

Write-Ins:		Alvin J. Pierce	2
Leslie A. Kalish	2	Scattered Write-Ins	13

PRECINCT B (For three years) (Vote for Not More Than Seven)

Deborah H. Anastas	201	Meredith P. Page	155
George Giunta, Jr.	163	Sarah Ann Toran	168
* Robert Gondola, Jr.	124	* Marrissa Gondola	110
* Albert E. Mills	128	Scott McConchie	222
Elizabeth Ann Mills	146	Scattered Write-Ins	3
Glenn S. Orenstein	132		

PRECINCT C (For three years) (Vote for Not More Than Eight)

Paul S. Alpert	209	Sandra Balzer Tobin	208
Peter A. Alpert	206	Adelaide C. Y oung	190
Jan D. Campbell	213	* Barry S. Levine	166
Mark J. Gluesing	209	Claire Patricia Messing	218
James D. Masterman	193	Scattered Write-Ins	10

PRECINCT D (For three years) (Vote for Not More Than Eight)

Kathryn L. D'Addesio	191	Alexander V. Zaleski	159
Ann DerMarderosian	181	* Douglas M. Kalata	113
Paul Killeen	186	Michael London	136
Christine H. Miara	173	Ralph A. Toran	179
Sharon C. O'Brien	171	Scattered Write-ins	3

PRECINCT E (For three years) (Vote for Not More Than Eight)

Roma Jean Brown	213	Theodore Weiner	156
Ann M. Cosgrove	261	* Stephen A. Chilcott	89
* Theodore M. Crowell	154	* Nancy Lanigan Moore	146
Linda J. George	213	Michael R. Tedoldi	186
Jane A. Howard	234	* Tracy Balian Zendzian	146
Ronald W. Ruth	188	Scattered Write-Ins	2
William J. Supple	217		

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	343	432	434	414	554	462	584	678	650	434	4,985

* Not Elected

PRECINCT F (For three years) (Vote for Not More Than Nine)

Joan E. Adams	231	James Hugh Powers	263
Gilbert W. Cox, Jr.	251	Deborah S. Winnick	252
Gail E. Davis	242	Write-In:	
Richard W. Davis	239	William A. Zoppo	33
Sarah P. McCormick	240	Scattered Write-Ins:	49
John F. Milligan	256		

PRECINCT G (For three years) (Vote for Not More Than Eight)

Susan W. Abbott	281	* Paul S. Brown	187
Patricia B. Buckley	284	* Michael J. Hegarty	205
Caroline D. Murray	302	Mary Ellen Herd	261
Kathleen J. O'Keeffe	268	* John M. Rooney	202
Jill E. Owens	269		
Barbara K. Popper	217	Scattered Write-Ins:	8
Susan Welby	280		

PRECINCT H (For three years) (Vote for Not More Than Eight)

A. Marie Holland	350	Peter J. Meade	360
Robert Y. Larsen	357	Paul T. Milligan	341
Marjorie M. Margolis	366	Heinz R. Brinkhaus	364
Nancy E. McCarthy	340	Jeffrey S. Shapiro	324
		Scattered Write-Ins:	7

PRECINCT H (For two year) (Vote for One)

Kevin J. Foley	388	Scattered Write-Ins:	3

PRECINCT I (For three years) (Vote for Not More Than Eight)

Paul F. Denver	318	Michael R. Leonard	304
Richard W. Gatto	327	* Paul V. Riley	251
Maurice P. Handel	274	Paul Robey III	291
Thomas H. Hannigan, Jr.	294	Kathleen D. Whitney	285
Maura O. Walsh	317	Scattered Write-Ins:	1

PRECINCT J (For three years) (Vote for Not More Than Eight)

Laura A. Brooks	228	Michael J. Greis	207
William R. Dermody	242	John D. Marr, Jr.	205
Leigh M. Doukas	229	Lynne D. Stern	216
Barbara J. Downs	216	Betsy M. Tedoldi	227
		Scattered Write-Ins;	4

TOWN MEETING MEMBERS

	A	B	C	D	E	F	G	H	I	J	TOTAL
Total # of Votes Cast	343	432	434	414	554	462	584	678	650	434	4,985

* Not Elected

PRECINCT J (For two year) (Vote for Not More Than Two)

Matthew David Talcoff	229	Marjorie S. Cohen	4
Write-In:		Scattered Write-Ins	11

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:37 P.M., April 12, 2005.

Theodora K. Eaton, CMMC/AAE
Town Clerk

A true copy
ATTEST

ELECTION
(To break Tie Votes in Precinct A
for Write-In Candidates for A One-Year Term)
Tuesday, April 19, 2005
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct A was held on Tuesday, April 19, 2005 at 7:00 P.M. for the purpose of electing one of four write-in candidates receiving tie votes to fill a vacancy until the next Annual Town Election. The ballots were cast with the following results:

Leslie A. Kalish	4 Votes
Alvin J. Pierce	1 Vote

ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

Monday May 2, 2005

Pursuant to a Warrant issued by the Selectmen February 22, 2005, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 2, 2005, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 226 voters, including 206 Town Meeting Members, were checked on the list as being present.

The Moderator, Michael K. Fee, called the meeting to order at 7:30 o'clock. He asked Town Meeting Members to please rise to salute the Flag. The Moderator asked Town Meeting Members to join a trio of trombonists, all of whom are 6th Graders at the Pollard Middle School in singing our National Anthem. They are Teddy Klemmer, William Healy, and John Fee. The Moderator thanked Peter McLaughlin and Greg Kaminsky for manning the microphones this evening.

At the designation of the Reverend Caroline B. Edge, President of the Needham Clergy Association, the Reverend Caroline B. Edge, Pastor of the Carter Memorial United Methodist Church and Town Meeting Member from Precinct J, gave the invocation.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. Please rise to be recognized and address the Moderator. When a member is recognized by the Chair, you must state your name and precinct clearly so that the Town Clerk may keep accurate records. If for some reason related to a disability a member cannot rise, shout "Mr. Moderator" or raise their hand high, please inform the Chair so that appropriate accommodation may be made.
2. A speaker will be ruled out of order who refers to personalities or in the judgment of the Moderator, exceeds the bonds of civility. Let us remember that we are ONE community and ONE Town Meeting Family with one common goal: the best interests of our town.

3. All commentary, remarks and inquiries must be addressed to the Moderator as Chair.

4. Anyone exiting or entering the hall while we are in session must use care not to disrupt the session and in particular, must not slam the doors.

5. No eating, drinking or smoking is permitted in the hall.

6. No firearms or weapons may be brought into the hall.

7. No hats may be worn except by uniformed personnel.

8. Your attention is drawn to the disclosure required by an attorney employed by one who has an interested in a matter as set forth in Art. I, Sec. 1.9 of the Needham General By-Laws.

9. Blank forms for lengthy motions are available from Town Counsel, Mr. Tobin, and should be employed. If lengthy or complicated motions are not drafted and submitted for review by the Moderator and Town Counsel prior to being placed on the floor, the speaker will yield the floor to another speaker while the drafting and formulation process is underway.

10. Short motions to amend and procedural motions need not be in writing.

11. Parliamentary procedures known, as "points of information and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question have been placed on the floor.

12. Limits on debate shall be enforced by the Moderator.

13. Questions asked for general informational purposes unrelated to the matter under consideration by the meeting shall be ruled out of order.

14. As stated in the Moderator's memorandum to Town Meeting Members, inappropriate conduct involving the T.V. cameras shall be dealt with swiftly by the chair and will be deemed to be out of order.

15. Unanimous consent was given to adopt the following limits of debate:

15 Minutes in total - Committee Chairpersons, Proponents, Attorneys representing proponents; subject to extension by the Moderator.

5 Minutes - Town Meeting Members, non-Town Meeting Members, visitors other than attorneys. (5 min. in total per article)

The Moderator reminded Town Meeting Members of the following amendment to the General By-Laws passed under Article 80 at the 1998 Annual Town Meeting: If two-thirds vote of the Town Meeting is required by statute, a count shall not be taken unless it is deemed necessary by the Moderator in the fulfillment of the duties of the office.

As in previous years, with respect to Article 13 the Fiscal Year 2006 Operating Budget, as well as Articles 14, 15, and 16, the enterprise fund budgets, no motion to amend which adds funds to a particular line item or items will be in order unless the movant identifies the line items elsewhere in the budget from which these funds will be taken.

Hearing no objection, the Moderator finds by majority vote that the rules of practice concerning debate and rules of procedure as described by the Moderator are voted and adopted and the Town Clerk will so record.

The Moderator announced that the proponents of Articles 6, 23, 26, 27, 28, 29, 30, 34, 41, 42, 43, 48, 58 and 60 requested unanimous consent to withdraw these articles. Town

Meeting Members indicated that there were no objections to the withdrawal of these articles and it was voted unanimously to withdraw Articles 6, 23, 26, 27, 28, 29, 30, 34, 41, 42, 43, 48, 58, and 60.

The Moderator announced the following articles in which there will be motions to amend and therefore cannot be passed by unanimous consent: Articles 4, 7, 13, 24, 36, and 55.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator announced that there are no committee reports filed under Article 3.

He then proceeded to call each article in the Warrant by number commencing with Article No 4. No Town Meeting Member responded with "question" or "debate" to the following articles: 5, 8, 9, 10, 12, 17, 19, 20, 21, 22, 25, 32, 44, 45, 46, 47, 51, 52, 57, and 63.

The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 22, 2005, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 5: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 2005, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$59,884
Town Clerk with 6 years of service in that position	$71,500 (1)
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0

(1) In addition, such compensation shall also include payment of longevity in the amount of $3,575; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed $28,722. The annual salary of $71,500 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service in an amount not to exceed $7,314. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $10,240; or take any other action relative thereto.

Article 5 Explanation: In accordance with MGL Chapter 41, Section 108, the Town must annually vote to set the salary and compensation for any elected Town officials who receive compensation. The Town Clerk salary has been separated into two categories, newly elected Town Clerk, and Town Clerk with at least six years of service. This is done because Town elections are held in April and Town Meeting would not have a chance to vote on the salary of a newly elected Clerk until after the incumbent had been receiving a higher rate of pay for several months. It has been the practice of the Personnel Board to provide the Town Clerk, the only full-time elected official, with benefits as close to that of other full-time employees as possible. Payment for longevity, as well as buy-back of sick leave and vacation at the time of separation from Town service, is now included in the recommended salary and compensation article. This article also includes provision for a one-time distribution of accumulated and unused vacation leave as of June 30, 2000, such payment to be made at the time of separation from Town service.

The annual stipends for the members of the Board of Selectmen have remained unchanged since 1977; the stipends for the members of the Board of Assessors were eliminated at the 1996 Annual Town Meeting. Members of the Board of Assessors in office at that time were grandfathered at a $10 annual rate so that current members could retain their health insurance benefits.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 2005, as required by Massachusetts General Laws, Chapter 41, Section 108:

Town Clerk	$59,884
Town Clerk with 6 years of service in that position	$71,500 (1)
Selectmen, Chairman	$1,800
Selectmen, Others	$1,500
Assessor, in office as of 1/17/96	$10
Assessor, elected after 1/17/96	$0

(1) In addition, such compensation shall also include payment of longevity in the amount of $3,575; the accumulation of 15 days of non-occupational sick leave per fiscal year; and payment for 25% of unused sick of retirement from Town Service in accordance with M.G.L. c. 32, in an amount not to exceed $28,722. The annual salary of $71,500 includes compensation for five weeks of vacation leave, any unused portion of which will be paid at the time of separation from Town service

in an amount not to exceed $7,314. At the time of separation from Town service, the Town Clerk shall also be paid for seven (7) weeks of accrued, unused vacation time in an amount not to exceed $10,240.

ACTION: So voted by unanimous vote.

ARTICLE 8: FUND COLLECTIVE BARGAINING AGREEMENT – ITWA

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Town Workers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006; or take any other action relative thereto.

Article 8 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Independent Town Workers Association, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006.

ACTION: So voted by unanimous vote.

ARTICLE 9: ACCEPT CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)

To see if the Town will vote to accept, for Fiscal Year 2006, the provisions of Section 4 of Chapter 73 of the acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 54% for each eligible exemption; or take any other action relative thereto.

Article 9 Explanation: Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws: Clauses 17, 17C, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42 or 43. The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value. Town Meeting must approve the additional exemption on an annual basis. In fiscal year 2005 the cumulative increase above the statutory limit was 49%.

MOVED: That the Town vote to accept, for Fiscal Year 2006, the provisions of Section 4 of Chapter 73 of the acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions, and approve an increase in the amount of 54% for each eligible exemption.

ACTION: So voted by unanimous vote.

ARTICLE 10: APPROPRIATE FOR SENIOR CORPS PROGRAM

To see if the Town will vote to raise and appropriate the sum of $10,000 for the purpose of conducting the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 10 Explanation: In fiscal year 1996, the Town initiated a program (previously called the Property Tax Work-off program) whereby qualified elderly and disabled property owners could work up to 100 hours for the Town. In turn, the individuals are paid approximately $724 that is applied to their property tax bill. Eligible individuals are entitled to one payment per fiscal year. Due to an increasing volume of participants, the funding request has been increased from $7,500 to $10,000.

MOVED: That the Town vote to raise and appropriate the sum of $10,000 for the purpose of conducting the Senior Corps program, said sum to be spent under the direction of the Town Manager and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 12: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION

To see if the Town will vote to raise and appropriate the sum of $8,000 for a hazardous waste collection day, said sum to be spent under the direction of the Town Manager and raised from Solid Waste/Recycling Receipts; or take any other action relative thereto.

Article 12 Explanation: The DPW has been conducting hazardous waste collection days for the past nine years. This appropriation will allow the Town to conduct one hazardous waste collection day in fiscal year 2006.

MOVED: That the Town vote to raise and appropriate the sum of $8,000 for a hazardous waste collection day, said sum to be spent under the direction of the Town Manager and raised from Solid Waste/Recycling Receipts.

ACTION: So voted by unanimous vote.

ARTICLE 17: APPROPRIATE TO CAPITAL IMPROVEMENT FUND

To see if the Town will vote to raise, appropriate, and/or transfer the sum of $17,648 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy; or take any other action relative thereto.

Article 17 Explanation: Under Article 58 of the May 2004 Annual Town Meeting, the Town voted to establish the General Fund Cash Capital Equipment and Facility Improvement Fund for the purpose of setting aside funds for future capital investment. Over time as the fund grows and is supported it will be one of the tools in the overall financial plan of the Town. Maintaining and supporting such funds is looked upon favorably by the credit rating industry. The balance in the fund is $50,000. This appropriation request is possible at this time

due to the sale of surplus equipment, a non-recurring source of revenue.

MOVED: That the Town vote to raise, appropriate, and/or transfer the sum of $17,648 to the Capital Improvement Fund, as provided under M.G.L., Ch. 40, Sec. 5B as recently amended by Section 14 of Chapter 46 of the Acts of 2003 and Section 19 of Chapter 140 of the Acts of 2003, said sum to be raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 19: CONTINUE DEPARTMENTAL REVOLVING FUNDS

To see if the Town will vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2005:

Revolving Fund	Authority to Spend	Revenue Source	Use of Fund	FY2006 Budget
School Busing	School Committee	Fee Based Busing Program Receipts	Transportation of students to and from School	$500,000
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	$3,000
Human Rights Committee Invest. Account	Town Manager	MCAD	Costs related to the Investigation of MCAD Complaints	$2,000
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	$1,000
Youth Services Activities	Youth Commission Director	Program Receipts	Costs related to youth service and community programs	$25,000
Health Department Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	$10,000

or take any other action relative thereto.

Article 19 Explanation and Summary of G.L. Chapter 44, Section 53E ½: A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The fund shall be credited only with the departmental receipts received in connection with the programs supported by such revolving fund, and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½. The Annual Town Meeting authorization for each revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; and (4) a limit on the amount which may be expended from such fund in the ensuing year. In any fiscal year, the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to G.L. Chapter 59, Section 23.

MOVED: That the Town vote to authorize and continue revolving funds for certain Town departments pursuant to the provisions of M.G.L., Chapter 44, Section 53E ½ for the fiscal year beginning July 1, 2005:

Revolving Fund	Authority to Spend	Revenue Source	Use of Fund	FY2006 Budget
School Busing	School Committee	Fee Based Busing Program Receipts	Transportation of students to and from School	$500,000
Memorial Park	Memorial Park Trustees	Food Concessions	Improvements to Memorial Park	$4,100
Local Transportation	Council on Aging Director	MBTA, Grants, Program Receipts	Transportation program for COA	$60,000
Yard Waste Processing Program	DPW Director	Town and Participating Communities	Multi-Community yard waste processing program	$75,000
Home Composting Bin Account	DPW Director	Sale of Bins	Purchase of additional home composting bins	$3,000
Human Rights Committee Invest. Account	Town Manager	MCAD	Costs related to the Investigation of MCAD Complaints	$2,000
Senior Center Activities	Council on Aging Director	Program Receipts	Costs related to social programs for elderly	$1,000
Youth Services Activities	Youth Commission Director	Program Receipts	Costs related to youth service and community programs	$25,000
Health Department Immunization Fund	Health Director	Program Receipts	Costs associated with immunization and educational programs	$10,000

ACTION: So voted by unanimous vote.

ARTICLE 20: AUTHORIZATION TO EXPEND STATE FUNDS FOR PUBLIC WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

Article 20 Explanation: The Town receives funding from the Commonwealth of Massachusetts for road construction projects. In fiscal year 2005, the Town was allocated $559,799 in Chapter 90 funding.

MOVED: That the Town vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town ways and authorize the expenditure of funds received, provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department.

ACTION: So voted by unanimous vote.

ARTICLE 21: TRANSFER OF BUDGETARY FUND BALANCE

To see if the Town will vote to transfer $3,260,346 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2006; or take any other action relative thereto.

Article 21 Explanation: Budgetary fund balance (free cash) is the result of unexpended appropriations and revenue in excess of estimates from fiscal year 2004.

MOVED: That the Town vote to transfer $3,260,346 from the Budgetary Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in its computation of the tax rate for the fiscal year 2006.

ACTION: So voted by unanimous vote.

ARTICLE 22: APPROPRIATE FOR AMBULANCE/ FIRE RESCUE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $192,850 for the purchase of an Ambulance/Fire Rescue, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow

said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 22 Explanation: Fire Rescue #2, the Town's backup ambulance, will be 14 years old at the time of replacement in fiscal year 2006. Rescue #1 will be eight years old. By replacing Rescue #2, the Department can increase the life expectancy of Rescue # 1 by placing it in ready reserve as a back up unit. In addition, the acquisition of a new ambulance will allow the Department to provide the public with newer and more technologically advanced equipment than is now available. With a five-year replacement schedule, the Department will be able to achieve a life expectancy of ten years per unit (five years on the front-line and five years in reserve).

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $192,850 for the purchase of an Ambulance/Fire Rescue, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

ACTION: So voted by unanimous vote.

ARTICLE 25: APPROPRIATE FOR THE HILLSIDE SCHOOL MEDIA CENTER

To see if the Town will vote to raise and/or transfer and appropriate the sum of $87,210 for repairs to the Hillside School Media Center, to be spent under the direction of the Town Manager/School Committee and raised from the tax levy; or take any other action relative thereto.

Article 25 Explanation: This request allocates $42,210 to update and reconfigure the shelving and furniture at the Hillside School Media Center (library), and $45,000 to provide needed maintenance/repair. A similar project was completed in FY05 at the Mitchell School. This proposal would replace the perimeter and free-standing shelving at the Center, which dates back to the mid-1960's, and which is inadequate for current needs, bent and rusted. Since the Media Center houses the school's technology lab, the shelving also will be reconfigured to accommodate two instructional programs simultaneously. Student worktables and chairs would be replaced, and two interactive whiteboards purchased, one for each teaching station. Additionally, this request funds painting, re-carpeting, window shade installation, window glass replacement ceiling fan replacement and electrical and lighting upgrades.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $87,210 for repairs to the Hillside School Media Center, to be spent under the direction of the Town Manager/School Committee and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 32: APPROPRIATE FOR REPAIRS TO PARK BUILDINGS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $60,000 for repairs to park buildings, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 32 Explanation: This project is the first year of a two-year project to make improvements to park buildings including Claxton, Cricket, and Mills Fields. In FY06, improvements to Claxton will include the renovation of public restrooms, making them ADA accessible with water economic fixtures. Windows and doors will be replaced, and the building will be insulated to conserve energy. The Claxton Building is also used by DPW Parks and Forestry staff year-round for maintenance work and storage.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $60,000 for repairs to park buildings, to be spent under the direction of the Town Manager and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 44: APPROPRIATE FOR RTS CONTAINERS AND TRAILERS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $60,100 for RTS container and trailer replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that $60,100 be transferred from RTS enterprise fund retained earnings; or take any other action relative thereto.

Article 44 Explanation: In addition to the annual request for the replacement of one transfer trailer, the RTS is seeking to begin retiring and replacing the various roll-off containers. These containers are used to collect the Municipal Solid Waste (MSW) as well as the recyclables such as newspaper, corrugated cardboard, and commingled containers. In 1998, when the Pay-Per-Throw system was initiated, the drop-off location was expanded. Additional containers were acquired to supplement the existing complement. Some of the original containers date back to 1985 and have become too difficult to keep in operating condition. This request would begin the process of replacing the containers that are in poor condition. The six transfer trailers are replaced on a rotating basis. As new trailers are acquired, the trailer in the poorest condition is retired. The newest trailers are used to haul municipal solid waste to Millbury. The older trailers are assigned to the lighter duty and less demanding hauling of recyclables.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $60,100 for RTS container and trailer replacement, to be spent under the direction of the Town Manager, and to meet this appropriation that $60,100 be transferred from RTS enterprise fund retained earnings.

ACTION: So voted by unanimous vote.

ARTICLE 45 APPROPRIATE FOR RTS SCALE REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $83,230 for replacement of the RTS scale, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 45 Explanation: The weigh scale at the RTS is a pit style scale. It was installed as part of the original Transfer Station construction in 1988. It measures the weight of all incoming and outgoing material handled at the facility. Primarily it is used to weigh the MSW disposed of by private waste haulers serving

Needham residents as well as bulk waste brought in by residents. This scale accounts for approximately $400,000 in revenue from those sources. With no working scale, the RTS stands to lose nearly $8,000 per week. It is important to keep this piece of equipment working properly so as to not diminish this revenue source. As this scale has gotten older, it has become more difficult to maintain the calibration. The steel in the pit supporting the scale deck has begun to rust and weaken, affecting the reliability of the scale's performance.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $83,230 for replacement of the RTS scale, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

ACTION: So voted by unanimous vote.

ARTICLE 46: APPROPRIATE FOR SEWER SYSTEM INFLOW PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $26,000 for a sewer system inflow education program, to be spent under the direction of the Town Manager and to meet this appropriation that $26,000 be transferred from sewer enterprise fund retained earnings; or take any other action relative thereto.

Article 46 Explanation: The Town of Needham, along with many other communities, is under an Administrative Order from DEP to remove sources of infiltration and inflow (I&I) from the sewer system. As a result of the Order, the Department of Public Works conducted a town wide analysis of the sewer system and created a Sewer Master Plan. The removal of inflow is proposed to proceed in stages starting with an education campaign, preliminary engineering, design and rehabilitation construction. Much of this work may include extending the storm water drainage system to accept groundwater from household sump pumps. Needham's most significant problem is believed to be from these private sources. The first year of the program is proposed to begin with an education and information campaign to inform and prepare homeowners for potential enforcement actions by the Town, the MWRA, the DEP, and the EPA. The education campaign is proposed to extend over a three-year period in order to reach as many residents as possible prior to the preliminary engineering phase.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $26,000 for a sewer system inflow education program, to be spent under the direction of the Town Manager and to meet this appropriation that $26,000 be transferred from sewer enterprise fund retained earnings.

ACTION: So voted by unanimous vote.

ARTICLE 47: APPROPRIATE FOR SEWER SERVICE CONNECTION INSTALLATION AND REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $25,000 for sewer service connection installation and replacement, to be spent under the direction of the Town Manager and to meet this appropriation that $25,000 be transferred from sewer enterprise fund retained earnings; or take any other action relative thereto.

Article 47 Explanation: There are still homes that are not connected to the Town's sewer system. Should their septic systems fail, they could be ordered to connect to the Town's system due to health reasons regardless of any moratorium on excavations in effect at the time. With the initiation of the Town's Road Reconstruction/Resurfacing Program, this may result in excavations into the Town's newly paved roadways. The cost for these service installations are not considered to be a Chapter 90 reimbursement eligible expense and therefore must be locally funded. Homeowners will continue to be encouraged to connect prior to the project start. However, for those homeowners who do not connect, a partial connection within the right-of-way will be installed. There is a corresponding request for water service connections.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $25,000 for sewer service connection installation and replacement, to be spent under the direction of the Town Manager and to meet this appropriation that $25,000 be transferred from sewer enterprise fund retained earnings.

ACTION: So voted by unanimous vote.

ARTICLE 51: APPROPRIATE FOR WATER SERVICE CONNECTION INSTALLATION AND REPLACEMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,000 for installation and replacement of water service connections, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

Article 51 Explanation: This program replaces older water service connections containing lead. The primary purpose of the Charles River Water Treatment Facility is to reduce the corrossivity of Needham's water to minimize the leaching of lead from the water pipes and house plumbing. Only the removal of the lead sources will completely assure total compliance. The lead found in water service connections can be eliminated over time by replacing these connections. The DPW integrates this program with the road repair and replacement programs. Service connections are being replaced on streets that have been identified for road improvements. Due to the increased emphasis on the road repair programs, the prior funding levels for this program do not allow the DPW to keep pace with the service replacements. Therefore, the request for FY06 has doubled from $100,000 to $200,000.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $200,000 for installation and replacement of water service connections, to be spent under the direction of the Town Manager and raised from water receipts.

ACTION: So voted by unanimous vote.

ARTICLE 52: APPROPRIATE FOR FIRE HYDRANT REPLACEMENT PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $100,000 for replacement of fire hydrants, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

Article 52 Explanation: Similar to the older water pipes and service connections, the Town's fire hydrants are in need of attention. Approximately 300 of approximately 1,200 hydrants are either outdated or function poorly. Many of the outdated hydrants are not gated (i.e. cannot be isolated from the system for repair if damaged or broken) or have lead joints. Several hydrants are replaced annually in conjunction with the water main replacement program. However, this pace is too slow as there are many of these hydrants that will not be addressed for many years. Under this proposal, the Town will replace approximately 50 hydrants per year until complete.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $100,000 for replacement of fire hydrants, to be spent under the direction of the Town Manager and raised from water receipts.

ACTION: So voted by unanimous vote.

ARTICLE 57 AMEND GENERAL BY-LAW FIRE DEPARTMENT REGULATIONS

1. To see if the Town will vote to amend Section 4.3 by inserting a new section 4.3.3 Permit Fees as follows:

4.3.4 Permit Fees	
Underground Storage Tank Removal	$100
Underground Storage Tank Installation	$100
Underground Gasoline Tank Removal	$100
Underground Gasoline Tank Installation	$100";

2. To see if the Town will vote to amend Section 4.3 by deleting in section 4.3.2 the words "Liquid Petroleum Gases 271 – 1,000 $50" and inserting in place thereof the words "Liquid Petroleum Gases 500 – 1,000 $50" .

3. To see if the Town will vote to amend Section 9.2.2.6A Removing Underground Tank Without a Permit by deleting the sum $20 and inserting in place thereof the sum "$200;" and amend Section 9.2.2.6B Failure to Obtain Required Fire Department License or Permit by deleting the sum $20 and inserting in place thereof the sum $200"; or take any other action relative thereto.

or take any other action relative thereto.

Article 57 Explanation: The proposed revision to the fee schedule will bring the permit fees in line with the cost of providing the service. With respect to licenses for storage of liquid petroleum gas, this proposal raises the threshold for the requirement of a license issued by the Board of Selectmen. Under the proposal, the Fire Chief is authorized to grant a permit for storage of liquid petroleum gas up to 500 gallons. State regulations allow for the storage of not more than 2,000 gallons of liquid petroleum gas without a license. Given the impact of these regulations on public safety, the fine for violation is recommended to be set at a higher level, from $20 to $200 per offense.

MOVED: That the Town vote to amend Section 4.3 by inserting a new section 4.3.3 Permit Fees as follows:

4.3.4 Permit Fees	
Underground Storage Tank Removal	$100
Underground Storage Tank Installation	$100
Underground Gasoline Tank Removal	$100
Underground Gasoline Tank Installation	$100";

2. To amend Section 4.3 by deleting in section 4.3.2 the words "Liquid Petroleum Gases 271 – 1,000 $50" and inserting in place thereof the words "Liquid Petroleum Gases 500 – 1,000 $50".

3. To amend Section 9.2.2.6A Removing Underground Tank Without a Permit by deleting the sum $20 and inserting in place thereof the sum "$200;" and amend Section 9.2.2.6B Failure to Obtain Required Fire Department License or Permit by deleting the sum $20 and inserting in place thereof the sum $200".

ACTION: So voted by unanimous vote.

ARTICLE 63: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded with the remaining articles in the Warrant

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ARTICLE 4: AMEND ZONING BY-LAW/NON-CONFORMANCE

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.4, Non-Conformance, Subsection 1.4.4, Restoration, by deleting the phrase "or reconstructed" in the first sentence so that the subsection shall now read as follows:

   "1.4.4 Restoration

   A non-conforming building or structure which has been damaged or destroyed by fire or other accidental cause may be rebuilt in the same location and to the dimensions not exceeding those that existed prior to the damage or destruction."

2. In Section 1.4, Non-Conformance, Subsection 1.4.6, Alteration, by inserting the phrase "Except as otherwise provided in Section 1.4.7" at the beginning of the first sentence so that the subsection shall now read as follows:

"1.4.6 Alteration

Except as otherwise provided in Section 1.4.7, a lawful pre-existing non-conforming use may be changed or extended and a non-conforming building may be structurally altered, enlarged or reconstructed only pursuant to a special permit issued by the Board of Appeals pursuant to Section 7.5.2. No such permit shall be issued except in accordance with the requirements of Section 7.5.2 nor unless the Board shall determine that such change, extension, alteration, enlargement or reconstruction would not be substantially more detrimental to the neighborhood than using the existing non-conforming use or structure. The issuance of a special permit hereunder shall not authorize the violation of any dimensional, parking or intensity regulation with which the structure or use was theretofore in conformity."

3. In Section 1.4, Non-Conformance, Subsection 1.4.7, Alterations to Single-Family and Two-Family Dwellings, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

"1.4.7 Single-Family and Two-Family Dwellings

1.4.7.1 Reconstruction

A lawful pre-existing non-conforming two-family detached dwelling located in a zoning district where two-family detached dwellings are prohibited constitutes a non-conforming use and may not be reconstructed except pursuant to Section 1.4.7.4. As used in Section 1.4.7 the term "reconstruction" shall be defined as the voluntary razing and rebuilding of a building or structure.

1.4.7.2 Alteration of Single-Family and Two-Family Dwellings

A single-family or two-family dwelling which is non-conforming because of front, side and rear setback, area and/or frontage requirements of this By-Law may be altered, extended or structurally changed (but not reconstructed) as of right and without a special permit or finding by the Board as required in the preceding section provided that such alteration, extension or structural change complies with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law. Such alteration, extension or structural change shall not be considered an increase in the non-conforming nature of the dwelling. For purposes of this section, the extension of an exterior wall within a required setback area shall be deemed to create a new non-conformity and shall require the grant of a variance by the Board of Appeals.

1.4.7.3 Reconstruction of Single-Family and Two-Family Dwellings Located in a Zoning District Where the Use is Permitted.

A single-family or two-family dwelling which is non-conforming because of front, side and rear setback, area and/or frontage requirements of this By-Law may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided that the new building is built in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law.

1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited.

A lawful pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided i) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current By-Law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a Special Permit from the Board of Appeals, or ii) the building is rebuilt in a different location on the lot in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building.

As used in this Section 1.4.7.4, the term "footprint" shall be defined as the area of the lot which is within the perimeter created by the vertical extension to the ground of the exterior walls of all fully enclosed portions of a building, including attached garages, porches, solariums and similar fully enclosed extensions, attachments and accessory annexes, plus eaves and roof overhangs. Not included in the footprint are unenclosed portions or extensions of buildings, including, but not limited to, unenclosed carports, decks, and porches.

Upon application the Board of Appeals may issue a special permit allowing a pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District to be reconstructed with a footprint greater in area than that of the original non-conforming building provided the Board of Appeals finds that the reconstructed and enlarged building is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties, and that the proposed reconstruction and enlargement will not be substantially more detrimental than the existing non-conforming building to the neighborhood, provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances:

(a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in subsection (c), below;

(b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects other than not meeting

the minimum frontage requirement of the By-Law resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(d) Reconstruction of a non-conforming two-family dwelling on a lot where the building as reconstructed would not comply with all front, side, and rear setbacks, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law; and

(e) Reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing more than one car per dwelling unit.

Notwithstanding the provisions of this section, enclosed garage space allowed pursuant to Section 1.4.7.4(e) and located in an accessory building of not more than 575 square feet where the accessory building is separate from and not in front of the house shall be excluded from the lot coverage calculation of Section 1.4.7.4 (a), 1.4.7.4 (b) and 1.4.7.4 (c)."

4. In Section 1.4, Non-Conformance, by inserting a new Section 1.4.8 Non-Conforming Lots, to read as follows:

"1.4.8 Non-Conforming Lots

Notwithstanding any other provision of this By-Law, an increase in the area or frontage of an existing improved lot which includes a conforming structure or building or pre-existing non-conforming structure or building shall not terminate the status of a structure or building as a pre-existing non-conforming structure if it continues to be non-conforming following such increase in area or frontage."

5. In Section 1.4, Non-Conformance, by renumbering former paragraphs 1.4.8 and 1.4.9 as 1.4.9 and 1.4.10 respectively.

6. In Section 4.4, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by inserting the phrase "except where lesser lot coverage is required in another provision of the By-Law" at the beginning of the first sentence of footnote (k) so that the footnote shall now read as follows:

7. "(k) Except where lesser lot coverage is required in another provision of the By-Law, in the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet – 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet – 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet – 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet – 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 26%; and For lots containing at least 7,500 square feet – 25%. In the General Residence District, building and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000 square feet – 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet – 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet – 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet – 31%; For lots containing at least 9,000 square feet – 30%. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein.*"

Or take any other action relative thereto.

Article 4 Explanation: The Planning Board has received numerous complaints from residents of Needham neighborhoods concerning the Town's regulatory practice as it relates to the voluntary demolition and reconstruction of non-conforming residential buildings and uses. The specific neighborhood concern expressed relates to the fact that voluntarily demolished non-conforming residential buildings and uses are being reconstructed by special permit as non-conforming buildings and uses rather than being required to be brought into conformity with present zoning by-law height, dimensional, coverage, and use requirements. The practice is occurring in situations where conformance with the provisions of the current zoning by-law is achievable, namely, on conforming lots, and has led to the indefinite continuation of the pre-existing non-conforming condition. To address the issue a subcommittee of the Planning Board was formed to study the matter and to make recommendations to the Board. The proposed amendment reflects an effort by the Planning Board to balance the concerns of neighborhoods about the growth in non-conforming uses and structures against the interests of property owners who wish to replace older structures with larger and more up-to-date ones.

Accordingly, as relates lawful, pre-existing, non-conforming single-family and two-family dwellings located in a zoning district where the use is permitted and which are non-conforming because of setback, area and/or frontage requirements of the zoning by-law, the amendment authorizes the reconstruction of said dwellings, as a matter of right, provided that the new building is built in compliance with all front, side and rear setbacks, lot coverage, building height, and building story requirements of the current zoning by-law.

As relates lawful, pre-existing, non-conforming, two-family dwellings located in a zoning district where the use is prohibited, namely, Single Residence A, Single Residence B or Rural Residence-Conservation districts, the amendment authorizes the reconstruction of said dwellings, as a matter of right, provided a) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current zoning by-law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a special permit from the Board of Appeals, or b) the building is rebuilt in a different location on the lot in compliance with all front, side and rear setbacks, lot coverage, building height, and building story

requirements of the current zoning by-law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building. Reconstruction of a non-conforming two-family dwelling with a footprint greater in area than that of the original non-conforming building is permitted by special permit from the Board of Appeals provided that the reconstructed and enlarged dwelling is appropriate in scale and mass for the neighborhood and provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances: (a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in paragraph (c) below; (b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%; (c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects, other than not meeting the minimum frontage requirement of the zoning by-law resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%; (d) Reconstruction of a non-conforming two-family dwelling on a lot where the building as reconstructed would not comply with all front, side, and rear setbacks, lot coverage, building height, and building story requirements of the current zoning by-law; and (e) Reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing more than one car per dwelling unit.

Finally, the amendment would permit an increase in the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building without affecting the legal pre-existing status of the lot. Presently, the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building can only be modified so as to conform with all zoning by-law provisions. This amendment will enable owners of such lots to move their parcels toward closer conformance with current zoning by-law provisions where complete compliance is not attainable.

In conclusion, the Planning Board believes that this important policy issue should be resolved by Town Meeting so that the Town's regulatory boards and affected neighborhoods clearly understand the intentions of the community going forward.

MOVED: That the Town vote to amend the Zoning By-Law as follows:

1. In Section 1.4, Non-Conformance, Subsection 1.4.4, Restoration, by deleting the phrase "or reconstructed" in the first sentence so that the subsection shall now read as follows:

   "1.4.4 Restoration

   A non-conforming building or structure which has been damaged or destroyed by fire or other accidental cause may be rebuilt in the same location and to the dimensions not exceeding those that existed prior to the damage or destruction."

2. In Section 1.4, Non-Conformance, Subsection 1.4.6, Alteration, by inserting the phrase "Except as otherwise provided in Section 1.4.7" at the beginning of the first sentence so that the subsection shall now read as follows:

   "1.4.6 Alteration

   Except as otherwise provided in Section 1.4.7, a lawful pre-existing non-conforming use may be changed or extended and a non-conforming building may be structurally altered, enlarged or reconstructed only pursuant to a special permit issued by the Board of Appeals pursuant to Section 7.5.2. No such permit shall be issued except in accordance with the requirements of Section 7.5.2 nor unless the Board shall determine that such change, extension, alteration, enlargement or reconstruction would not be substantially more detrimental to the neighborhood than using the existing non-conforming use or structure. The issuance of a special permit hereunder shall not authorize the violation of any dimensional, parking or intensity regulation with which the structure or use was theretofore in conformity."

3. In Section 1.4, Non-Conformance, Subsection 1.4.7, Alterations to Single-Family and Two-Family Dwellings, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

   "1.4.7 Single-Family and Two-Family Dwellings

   1.4.7.1 Reconstruction

   A lawful pre-existing non-conforming two-family detached dwelling located in a zoning district where two-family detached dwellings are prohibited constitutes a non-conforming use and may not be reconstructed except pursuant to Section 1.4.7.4. As used in Section 1.4.7 the term "reconstruction" shall be defined as the voluntary razing and rebuilding of a building or structure.

   1.4.7.2. Alteration of Single-Family and Two-Family Dwellings

   A single-family or two-family dwelling which is non-conforming because of front, side and rear setback, area and/or frontage requirements of this By-Law may be altered, extended or structurally changed (but not reconstructed) as of right and without a special permit or finding by the Board as required in the preceding section provided that such alteration, extension or structural change complies with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law. Such alteration, extension or structural change shall not be considered an increase in the non-conforming nature of the dwelling. For purposes of this section, the extension of an exterior wall within a required setback area shall be deemed to create a new non-conformity and shall require the grant of a variance by the Board of Appeals.

   1.4.7.3. Reconstruction of Single-Family and Two-Family Dwellings Located in a Zoning District Where the Use is Permitted.

   A single-family or two-family dwelling which is non-conforming because of front, side and rear setback, area and/or frontage requirements of this By-Law may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided that the new building is built in compliance with all front, side and rear setback, lot coverage, building height, and

building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law.

1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited.

A lawful pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided i) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current By-Law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a Special Permit from the Board of Appeals, or ii) the building is rebuilt in a different location on the lot in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building.

As used in this Section 1.4.7.4, the term "footprint" shall be defined as the area of the lot which is within the perimeter created by the vertical extension to the ground of the exterior walls of all fully enclosed portions of a building, including attached garages, porches, solariums and similar fully enclosed extensions, attachments and accessory annexes, plus eaves and roof overhangs. Not included in the footprint are unenclosed portions or extensions of buildings, including, but not limited to, unenclosed carports, decks, and porches.

Upon application the Board of Appeals may issue a special permit allowing a pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District to be reconstructed with a footprint greater in area than that of the original non-conforming building provided the Board of Appeals finds that the reconstructed and enlarged building is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties, and that the proposed reconstruction and enlargement will not be substantially more detrimental than the existing non-conforming building to the neighborhood, provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances:

(a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in subsection (c), below;

(b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects other than not meeting the minimum frontage requirement of the By-Law resulting in a building footprint of greater than 2,500 square feet or lo coverage greater than 18%;

(d) Reconstruction of a non-conforming two-family dwellin on a lot where the building as reconstructed would no comply with all front, side, and rear setbacks, lot coverag building height, and building story requirements of th current By-Law including but not limited to the provisions o Section 4.2.1(g)(i)(j)(k) of this By-Law; and

(e) Reconstruction of a non-conforming two-family dwellin on a lot resulting in the construction of enclosed garage spac servicing more than one car per dwelling unit.

Notwithstanding the provisions of this section, enclose garage space allowed pursuant to Section 1.4.7.4(e) an located in an accessory building of not more than 575 squar feet where the accessory building is separate from and not i front of the house shall be excluded from the lot coverag calculation of Section 1.4.7.4 (a), 1.4.7.4 (b) and 1.4.7.4 (c).

4. In Section 1.4, Non-Conformance, by inserting a new Section 1.4.8 Non-Conforming Lots, to read as follows:

"1.4.8 Non-Conforming Lots

Notwithstanding any other provision of this By-Law, an increase in the area or frontage of an existing improved lot which includes a conforming structure or building or pre-existing non-conforming structure or building shall not terminate the status of a structure or building as a pre-existing non-conforming structure if it continues to be non-conforming following such increase in area or frontage."

5. In Section 1.4, Non-Conformance, by renumbering former paragraphs 1.4.8 and 1.4.9 as 1.4.9 and 1.4.10 respectively.

6. In Section 4.4, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by inserting the phrase "except where lesser lot coverage is required in another provision of the By-Law" at the beginning of the first sentence of footnote (k) so that the footnote shall now read as follows:

7. "(k) Except where lesser lot coverage is required in another provision of the By-Law, in the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet – 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet – 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet – 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet – 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 26%; and For lots containing at least 7,500 square feet – 25%. In the General Residence District, building and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000

square feet – 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet – 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet – 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet – 31%; For lots containing at least 9,000 square feet – 30%. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein. *"

The following motion to amend was offered by Mr. Maurice P. Handel:

To see if the Town will vote to amend the Zoning By-Law as follows:

1. In Section 1.4, Non-Conformance, Subsection 1.4.4, Restoration, by deleting the phrase "or reconstructed" in the first sentence so that the subsection shall now read as follows:

"1.4.4 Restoration

A **lawful pre-existing** non-conforming building or structure which has been damaged or destroyed by fire or other accidental cause may be rebuilt in the same location and to the dimensions not exceeding those that existed prior to the damage or destruction."

2. In Section 1.4, Non-Conformance, Subsection 1.4.6, Alteration, by inserting the phrase "Except as otherwise provided in Section 1.4.7" at the beginning of the first sentence so that the subsection shall now read as follows:

"1.4.6 Alteration

Except as otherwise provided in Section 1.4.7, a lawful pre-existing non-conforming use may be changed or extended and a non-conforming building may be structurally altered, enlarged or reconstructed only pursuant to a special permit issued by the Board of Appeals pursuant to Section 7.5.2. No such permit shall be issued except in accordance with the requirements of Section 7.5.2 nor unless the Board shall determine that such change, extension, alteration, enlargement or reconstruction would not be substantially more detrimental to the neighborhood than using the existing non-conforming use or structure. The issuance of a special permit hereunder shall not authorize the violation of any dimensional, parking or intensity regulation with which the structure or use was theretofore in conformity."

3. In Section 1.4, Non-Conformance, Subsection 1.4.7, Alterations to Single-Family and Two-Family Dwellings, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

"1.4.7 Single-Family and Two-Family Dwellings

1.4.7.1 Reconstruction

A lawful pre-existing non-conforming two-family detached dwelling located in a zoning district where two-family detached dwellings are prohibited constitutes a non-conforming use and may not be reconstructed except pursuant to Section 1.4.7.4. As used in Section 1.4.7 the term "reconstruction" shall be defined as the voluntary razing and rebuilding of a building or structure.

1.4.7.2 Alteration of Single-Family and Two-Family Dwellings

A **lawful pre-existing non-conforming** single-family or two-family dwelling which is non-conforming because of front, side and rear setback, **build factor**, area and/or frontage requirements of this By-Law may be altered, extended or structurally changed (but not reconstructed) as of right and without a special permit or finding by the Board as required in the preceding section provided that such alteration, extension or structural change complies with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law. Such alteration, extension or structural change shall not be considered an increase in the non-conforming nature of the dwelling. For purposes of this section, the extension of an exterior wall within a required setback area shall be deemed to create a new non-conformity and shall require the grant of a variance by the Board of Appeals.

1.4.7.3 Reconstruction of Single-Family and Two-Family Dwellings Located in a Zoning District Where the Use is Permitted.

A **lawful pre-existing non-conforming** single-family or two-family dwelling which is non-conforming because of front, side and rear setback, **build factor**, area and/or frontage requirements of this By-Law may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided that the new building is built in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law.

1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited.

A lawful pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided i) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current By-Law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a Special Permit from the Board of Appeals, or ii) the building is rebuilt in a different location on the lot in compliance with all

front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building.

As used in this Section 1.4.7.4, the term "footprint" shall be defined as the area of the lot which is within the perimeter created by the vertical extension to the ground of the exterior walls of all fully enclosed portions of a building, including attached garages, porches, solariums and similar fully enclosed extensions, attachments and accessory annexes, plus eaves and roof overhangs. Not included in the footprint are unenclosed portions or extensions of buildings, including, but not limited to, unenclosed carports, decks, and porches.

Upon application the Board of Appeals may issue a special permit allowing a **lawful** pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District to be reconstructed with a footprint greater in area than that of the original non-conforming building provided the Board of Appeals finds that the reconstructed and enlarged building is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties, and that the proposed reconstruction and enlargement will not be substantially more detrimental than the existing non-conforming building to the neighborhood, provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances:

(a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in subsection (c), below;

(b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects other than not meeting the minimum frontage requirement of the By-Law resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(d) Reconstruction of a non-conforming two-family dwelling on a lot where the building as reconstructed would not comply with all front, side, and rear setbacks, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law; and

(e) Reconstruction of a non-conforming two-family dwelling on a lot resulting in the construction of enclosed garage space servicing more than one car per dwelling unit.

Notwithstanding the provisions of this section, enclosed garage space allowed pursuant to Section 1.4.7.4(e) and located in an accessory building of not more than 575 square feet where the accessory building is separate from and not in front of the house shall be excluded from the lot coverage calculation of Section 1.4.7.4 (a), 1.4.7.4 (b) and 1.4.7.4 (c)."

4. In Section 1.4, Non-Conformance, by inserting a new Section 1.4.8 Non-Conforming Lots, to read as follows:

   "1.4.8 Non-Conforming Lots

   Notwithstanding any other provision of this By-Law, an increase in the area or frontage of an existing improved lot which includes a conforming structure or building or pre-existing non-conforming structure or building shall not terminate the status of a structure or building as a pre-existing non-conforming structure if it continues to be non-conforming following such increase in area or frontage."

5. In Section 1.4, Non-Conformance, by renumbering former paragraphs 1.4.8 and 1.4.9 as 1.4.9 and 1.4.10 respectively.

6. In Section 4.4, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by inserting the phrase "except where lesser lot coverage is required in another provision of the By-Law" at the beginning of the first sentence of footnote (k) so that the footnote shall now read as follows:

7. "(k) Except where lesser lot coverage is required in another provision of the By-Law, in the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet – 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet – 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet – 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet – 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 26%; and For lots containing at least 7,500 square feet – 25%. In the General Residence District, building and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000 square feet – 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet – 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet – 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet – 31%; For lots containing at least 9,000 square feet – 30%. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures, but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein. *"

Devra G. Bailin, member, presented this proposal on behalf of the Planning Board. She explained that the Planning Board has received concerns regarding the scope, size, and impact

of non-conforming uses. Voluntarily demolished non-conforming residential buildings and uses are being reconstructed by special permit as non-conforming buildings and uses rather than being required to be brought into conformity with present zoning by-law height, dimensional, coverage, and use requirements. The practice is occurring in situations where conformance with the provisions of the current zoning by-law is achievable, namely, on conforming lots, and has led to the indefinite continuation of the pre-existing non-conforming condition. A study committee was created to address this issue and to make recommendations to the Board. The proposed amendment reflects an effort by the Planning Board to balance the concerns of neighborhoods about the growth in non-conforming uses and structures against the interests of property owners who wish to replace older structures with larger and more up-to-date ones. The amendment also allows the reconstruction of lawful, pre-existing, non-conforming, single-family and two-family dwellings under certain conditions. Finally, the amendment would permit an increase in the area or frontage of an existing improved lot that includes a conforming structure or building or pre-existing non-conforming structure or building without affecting the legal pre-existing status of the lot. Mrs. Bailin recommended adoption of this proposal.

Mr. John H. Cogswell, Selectman, advised that the Board of Selectmen believes this is a reasonable amendment to the Zoning By-Laws and recommends adoption.

The motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by two-thirds vote as declared by the Moderator.

VOTED: That the Town amend the Zoning By-Law as follows:

1. In Section 1.4, Non-Conformance, Subsection 1.4.4, Restoration, by deleting the phrase "or reconstructed" in the first sentence so that the subsection shall now read as follows:

"1.4.4 Restoration

A **lawful pre-existing** non-conforming building or structure which has been damaged or destroyed by fire or other accidental cause may be rebuilt in the same location and to the dimensions not exceeding those that existed prior to the damage or destruction."

2. In Section 1.4, Non-Conformance, Subsection 1.4.6, Alteration, by inserting the phrase "Except as otherwise provided in Section 1.4.7" at the beginning of the first sentence so that the subsection shall now read as follows:

"1.4.6 Alteration

Except as otherwise provided in Section 1.4.7, a lawful pre-existing non-conforming use may be changed or extended and a non-conforming building may be structurally altered, enlarged or reconstructed only pursuant to a special permit issued by the Board of Appeals pursuant to Section 7.5.2. No such permit shall be issued except in accordance with the requirements of Section 7.5.2 nor unless the Board shall determine that such change, extension, alteration, enlargement or reconstruction would not be substantially more detrimental to the neighborhood than using the existing non-conforming use or structure. The issuance of a special permit hereunder shall not authorize the violation of any dimensional, parking or intensity regulation with which the structure or use was theretofore in conformity."

3. In Section 1.4, Non-Conformance, Subsection 1.4.7, Alterations to Single-Family and Two-Family Dwellings, by deleting the subsection in its entirety and replacing it with a new subsection, to read as follows:

"1.4.7 Single-Family and Two-Family Dwellings

1.4.7.1 Reconstruction

A lawful pre-existing non-conforming two-family detached dwelling located in a zoning district where two-family detached dwellings are prohibited constitutes a non-conforming use and may not be reconstructed except pursuant to Section 1.4.7.4. As used in Section 1.4.7 the term "reconstruction" shall be defined as the voluntary razing and rebuilding of a building or structure.

1.4.7.4 Alteration of Single-Family and Two-Family Dwellings

A **lawful pre-existing non-conforming** single-family or two-family dwelling which is non-conforming because of front, side and rear setback, **build factor**, area and/or frontage requirements of this By-Law may be altered, extended or structurally changed (but not reconstructed) as of right and without a special permit or finding by the Board as required in the preceding section provided that such alteration, extension or structural change complies with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law. Such alteration, extension or structural change shall not be considered an increase in the non-conforming nature of the dwelling. For purposes of this section, the extension of an exterior wall within a required setback area shall be deemed to create a new non-conformity and shall require the grant of a variance by the Board of Appeals.

1.4.7.5 Reconstruction of Single-Family and Two-Family Dwellings Located in a Zoning District Where the Use is Permitted.

A **lawful pre-existing non-conforming** single-family or two-family dwelling which is non-conforming because of front, side and rear setback, **build factor**, area and/or frontage requirements of this By-Law may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided that the new building is built in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law.

1.4.7.4 Reconstruction of Two-Family Dwellings Located in a Single Residence A, Single Residence B or Rural Residence-Conservation District Where the Use is Prohibited.

A lawful pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural

Residence-Conservation District may be reconstructed as a matter of right and without a special permit or finding by the Board as required in the preceding section provided i) the building is rebuilt in the same location and in the same footprint as that which existed prior to the demolition up to the height limit of the current By-Law provided further, however, that any footprint that is violative of the side setback requirement shall not be increased as to height or story beyond that of the existing building absent a Special Permit from the Board of Appeals, or ii) the building is rebuilt in a different location on the lot in compliance with all front, side and rear setback, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law, and provided that the building as reconstructed has a footprint no greater in area than that of the original non-conforming building.

As used in this Section 1.4.7.4, the term "footprint" shall be defined as the area of the lot which is within the perimeter created by the vertical extension to the ground of the exterior walls of all fully enclosed portions of a building, including attached garages, porches, solariums and similar fully enclosed extensions, attachments and accessory annexes, plus eaves and roof overhangs. Not included in the footprint are unenclosed portions or extensions of buildings, including, but not limited to, unenclosed carports, decks, and porches.

Upon application the Board of Appeals may issue a special permit allowing a **lawful** pre-existing non-conforming two-family dwelling located in a Single Residence A, Single Residence B or Rural Residence-Conservation District to be reconstructed with a footprint greater in area than that of the original non-conforming building provided the Board of Appeals finds that the reconstructed and enlarged building is appropriate in scale and mass for the neighborhood, with particular consideration of abutting properties, and that the proposed reconstruction and enlargement will not be substantially more detrimental than the existing non-conforming building to the neighborhood, provided further, however, that such reconstruction and enlargement shall not be allowed by special permit in the following circumstances:

(a) Reconstruction of a non-conforming two-family dwelling on a non-conforming lot resulting in a building footprint of greater than 1,800 square feet except as set forth in subsection (c), below;

(b) Reconstruction of a non-conforming two-family dwelling on a conforming lot resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(c) Reconstruction of a non-conforming two-family dwelling on a lot that conforms in all respects other than not meeting the minimum frontage requirement of the By-Law resulting in a building footprint of greater than 2,500 square feet or lot coverage greater than 18%;

(d) Reconstruction of a non-conforming two-family dwelling on a lot where the building as reconstructed would not comply with all front, side, and rear setbacks, lot coverage, building height, and building story requirements of the current By-Law including but not limited to the provisions of Section 4.2.1(g)(i)(j)(k) of this By-Law; and

(e) Reconstruction of a non-conforming two-family dwelli on a lot resulting in the construction of enclosed garage spa servicing more than one car per dwelling unit.

Notwithstanding the provisions of this section, enclos garage space allowed pursuant to Section 1.4.7.4(e) a located in an accessory building of not more than 575 squ feet where the accessory building is separate from and not front of the house shall be excluded from the lot covera calculation of Section 1.4.7.4 (a), 1.4.7.4 (b) and 1.4.7.4 (c

4. In Section 1.4, Non-Conformance, by inserting a new Section 1.4.8 Non-Conforming Lots, to read as follows:

"1.4.8 Non-Conforming Lots

Notwithstanding any other provision of this By-Law, an increase in the area or frontage of an existing improved lot which includes a conforming structure or building or pre-existing non-conforming structure or building shall not terminate the status of a structure or building as a pre-existing non-conforming structure if it continues to be non-conforming following such increase in area or frontage."

5. In Section 1.4, Non-Conformance, by renumbering former paragraphs 1.4.8 and 1.4.9 as 1.4.9 and 1.4.10 respectively.

6. In Section 4.4, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by inserting the phrase "except where lesser lot coverage is required in another provision of the By-Law" at the beginning of the first sentence of footnote (k) so that the footnote shall now read as follows:

7. "(k) Except where lesser lot coverage is required in another provision of the By-Law, in the Single Residence B District, buildings and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 5,500 square feet – 30%; For lots containing at least 5,500 square feet but less than 6,000 square feet – 29%; For lots containing at least 6,000 square feet but less than 6,500 square feet – 28%; For lots containing at least 6,500 square feet but less than 7,000 square feet – 27%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 26%; and For lots containing at least 7,500 square feet – 25%. In the General Residence District, building and structures created on any lot through "New Construction" shall not result in lot coverage exceeding the following specified maximum percentages of the area of such lot: For lots containing less than 7,000 square feet – 35%; For lots containing at least 7,000 square feet but less than 7,500 square feet – 34%; For lots containing at least 7,500 square feet but less than 8,000 square feet – 33%; For lots containing at least 8,000 square feet but less than 8,500 square feet – 32%; For lots containing at least 8,500 square feet but less than 9,000 square feet – 31%; For lots containing at least 9,000 square feet – 30%. For purposes of this section lot coverage shall be defined as that portion of a lot that is covered or occupied by buildings or structures,

but excluding unenclosed porches and decks, and pools. This requirement shall not apply to buildings and structures on any lot in a Single Residence B or General Residence District devoted to a public, semi-public or institutional use as listed in Section 3.2 Schedule of Use Regulations which uses are governed by footnote (f) herein. *"

ARTICLE 5 was previously adopted by unanimous vote.

ARTICLE 6 was previously withdrawn on May 2, 2005.

ARTICLE 7: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006; or take any other action relative thereto.

Article 7 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006.

A motion to postpone the subject matter of Article 7 to a time certain specifically the first article of business after the dissolution of the Special Town Meeting called for Monday May 9, 2005 was offered by Mr. Daniel P. Matthews. The motion was presented and carried unanimously by voice vote.

ARTICLE 8 was previously adopted by unanimous vote.

ARTICLE 9 was previously adopted by unanimous vote.

ARTICLE 10 was previously adopted by unanimous vote.

ARTICLE 11: APPROPRIATE FOR COMPENSATED ABSENCES FUND

To see if the Town will vote to raise and appropriate the sum of $100,000 for the purpose of funding compensated absences provided by personnel policy or collective bargaining agreement, said sum to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 11 Explanation: The purpose of this Article is to fund the Town's employee sick leave and, in some cases, vacation liability. Upon retirement, certain employees are compensated for a portion of their unused sick leave. All employees are entitled to payment of unused vacation leave upon termination of Town service.

MOVED: That the Town vote to raise and appropriate the sum of $100,000 for the purpose of funding compensated absences provided by personnel policy or collective bargaining agreement, said sum to be spent under the direction of the Town Manager and raised from the tax levy.

Mr. Gerald A. Wasserman, Selectman, presented this proposal on behalf of the Board of Selectmen. He explained that this proposal is an annual article to fund sick leave buyback and vacation liability provided under the personnel policy or collective bargaining agreements.

Mr. Richard S. Creem, member, addressed this proposal on behalf of the Finance Committee. He indicated that this is a pay-as-you-go fund and reduces sick leave usage. The Finance Committee recommends adoption of this proposal.

Town Meeting Member Martin L. B. Walter expressed concern on a recent article in the Boston Globe that refers to sick leave buyback as part of a "sick system". He requested a little more detailed explanation of Needham system.

Mr. Wasserman noted that he conducted seminars on absence reductions and this was one method. This is an alternative to short- and long-term disability, which the town does not currently offer.

In response to an inquiry from Mr. Alan S. Fanger regarding the possibility of double dipping if employees collect both retirement and unused sick leave upon retirement, Mr. Wasserman explained that this is a separate benefit from retirement and the employee can only receive it at the time of retirement.

In response to an inquiry from Mr. Peter J. Fugere, Mr. Wasserman stated that the rate of pay used for this benefit is at today's rate.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 12 was previously adopted by unanimous vote.

ARTICLE 13: APPROPRIATE THE FY 2006 OPERATING BUDGET

To see what sums of money the Town will vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $85,000, from the Landfill C&D Fund in the amount of $20,000, from Overlay Surplus in the amount of $400,000, and from amounts reserved for debt exclusion offset in the amount of $61,729; or take any other action relative thereto.

MOVED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $85,000, from the Landfill C&D Fund in the amount of $20,000, from Overlay Surplus in the amount of $400,000, and from amounts reserved for debt exclusion offset in the amount of $61,729.

A motion to amend the main motion under Article 13 was offered by Mark P. Fachetti as follows:

Line	Appropriation	Changing From	Changing To
10	Performance Pay Pool	$32,000	$260,600

11	Reserve Fund	713,008	884,408
313	Building Dept. Expenses	67,736	7,736

Mr. Stephen A. Jonas, Chairman, presented the fiscal year 2006 Operating Budget on behalf of the Finance Committee. He explained that the budget process was a positive one this year. The Finance Committee, the Board of Selectmen, and the School Committee all worked well together and are in agreement. The initial deficit was $2,804,978. After meetings with the School Committee, over $900,000 in savings was identified, and by the end of January the Town received updated revenue projections that brought the estimated deficit down to $745,477. The Finance Committee then prepared an initial budget paring the deficit down to $89,389. In February additional revenue adjustments eliminated the deficit. The Schools are receiving a 5% increase over last year. The fiscal year 2006 Operating Budget includes additional personnel for schools, Library and Building; assistance for Police, Park Facilities, and Council on Aging; discussions with department on long term planning, and a commitment to infrastructure spending.

Mr. Jonas reviewed projected revenues for fiscal year 2006 and noted that available revenues for Town Meeting appropriation total $85,547,052. He also reviewed the share of budget by departments and expenses. And stated that the Town has an AAA bond rating. Immediate and future challenges include energy usage and price, rate of salary increases, rate of capital investment, and debt management and operating costs for building Projects. In conclusion, Mr. Jonas indicated that the Finance Committee believes it has presented a fair and equitable budget and adoption is recommended.

The Moderator proceeded to call each line item. Under Line Item 2, Retirement Contributory System, Mr. Martin L. B. Walter requested an assessment of the affordability of this program. Mr. Richard S. Creem, Finance Committee member, explained that he could only comment on the town government side. Line 2 refers to town government and non-teachers on the school side. Teachers have their own retirement system. Every employee who retires at age 65 will fully fund their retirement. Mr. James G. Healy, Selectman, stated that this request under the school budget is contractual. The Town does have an actuarial study done every year.

In response to an inquiry from Paul S. Alpert, the town , under state law, cannot move to a defined contribution system.

Under Line 3, Health Insurance, Mr. David J. Escalante, questioned the increase in health insurance costs. According to Mr. Jonas, this is a reflection of increased rates and participants.

In response to an inquiry from Mr. Glenn S. Orenstein under Line 8, General Insurance, Mr. Jonas advised that the 20% increase is attributed to losses and rate increases.

The motion to amend Line Item 10, Performance Pay Pool, changing the amount from $32,000 to $260,600 was presented and passed by unanimous vote.

The motion to amend Line Item 11, Reserve Fund, changing the amount from $713,008 to $884,408 was presented and passed by unanimous vote.

In response to an inquiry by Jeanne S. McKnight under Line Item 127, Mr. John W. Filoon, Vice Chairman Finance Committee, advised that technology costs for town government comes from this line item.

The Moderator reminded Town Meeting members that Town Meeting moves the bottom line only under the School budget as set forth in state law.

Mr. Paul F. Denver, Chairman, requested that Superintendent of Schools, Stephen Theall, join him at the podium. Mr. Denver advised Town Meeting that the School Committee is requesting an increase of $1,750,000 for fiscal year 2006. This increase will cover contractual costs, additional teachers, and additional students. Enrollment has increased 3.7% and an additional 1.7% increase is anticipated next year. He indicated that there are 340 seniors, 433 kindergartners, 405 first graders, and 405 second graders this year. Mr. Denver then announced that Superintendent Theall would not continue in the position after fiscal year 2006 and expressed his appreciation to Mr. Theall.

In response to an inquiry from Mr. James Hugh Powers, Mr. Denver indicated that the town is not liable to contribute to the teachers' pension if the state refused to pay its share.

In response to an inquiry from Mr. Paul A. Siegenthaler, Mr. Theall noted that student population increases slightly as students move up the latter.

Mr. Theall advised Mrs. Lois Sockol that there is additional space when a child goes to Minuteman High School. There are 41 students at Minuteman this year and there were 26 students at Minuteman last year.

Mrs. Jill E. Owens stated that there is about $500,000 in withdrawn articles this year and commended the School Committee and the Finance Committee on these savings. Mr. Denver indicated that the savings came mainly from salaries. At the end of the year there are usually some additional funds that are used for necessities.

The motion to amend Line Item 313, Building Dept. Expenses, changing the amount from $67,736 to $7,736 was presented and passed by unanimous vote.

In response to an inquiry by Mrs. Lois Sockol under Line Item 405, Snow & Ice, Mr. Steven Jonas indicated that the cost to the Town is the same per snowstorm. This year was a very snowy year and the cost is up around $900,000. Additional amounts for snow and ice comes out of the Reserve.

ACTION: The main motion, as amended which includes authorization of the Town Manager to move funds for bargaining agreements into the various salary line items was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $85,000, from the Landfill C & D Fund in the amount of $20,000, from Overlay Surplus in the amount of $400,000, and from amounts reserved for debt exclusion offset in the amount of $61,729 as follows:

TOWNWIDE EXPENSES

001. Retirement (Chapter 34)	134,000
002. Retirement Contributory System	3,696,000
003. Health insurance	9,005,000
004. Insurance Liability Fund (Ch. 10 Acts 2002)	380,000
005. Unemployment compensation	70,306
006. Debt Service	7,567,348
007. Worker's Compensation	385,000
008. General Insurance	453,000
009. Property Self Insurance (Chapter 40, Section 13)	20,000
010. Performance Pay Pool	260,600
011. Reserve Fund	884,408
TOTAL TOWN WIDE EXPENSES	**22,855,662**

GENERAL GOVERNMENT

BOARD OF SELECTMEN/TOWN MANAGEMENT

101. Salaries	406,601
102. Purchase or Service	143,351
103. Expenses	22,626
104. Capital Outlay	0
TOTAL	**572,578**

TOWN CLERK/BOARD OF REGISTRARS

106. Salaries	198,121
107. Purchase of service	21,325
108. Expenses	4,300
109. Capital Outlay	0
TOTAL	**223,746**

LEGAL:

111. Salaries	61,244
112. Purchase of Service	150,000
113. Expenses	3,500
TOTAL	**214,744**

PERSONNEL BOARD

Salaries	1,562
Salaries – Merit Program	1,500
116. Salaries – Total	3,062
117. Purchase of Service	12,500
118. Expenses	0
TOTAL	**15,562**

ASSESSORS

121. Salaries	229,472
122. Purchase of Service	47,000
123. Expenses	13,250
124. Capital Outlay	0
TOTAL	**289,722**

FINANCE DEPARTMENT

126. Salaries	879,785
127. Purchase of Service	426,109
128. Expenses	93,105
129. Capital Outlay	27,000
TOTAL	**1,425,999**

FINANCE COMMITTEE

131. Salaries	25,625
132. Purchase of Service	125
133. Expenses	510
TOTAL	**26,260**

TOTAL GENERAL GOVERNMENT **2,768,611**

EDUCATION

SCHOOL DEPARTMENT

Salaries	31,913,492
Purchase of Service	3,400,510
Expenses	908,531
Capital Outlay	150,605
201 TOTAL	**36,373,138**

MINUTEMEN REGIONAL HIGH SCHOOL

210 Assessment	610,213
TOTAL	**610,213**

TOTAL EDUCATION **36,983,351**

PUBLIC SAFETY

POLICE DEPARTMENT

Salaries – Regular	3,547,330
Salaries - Overtime	430,013
301. Salaries – Total	3,977,343
302. Purchase of Service	61,300
303. Expenses	168,343
304. Capital Outlay	115,974
TOTAL	**4,322,960**

FIRE DEPARTMENT

Salaries – Regular	4,657,590
Salaries – Overtime	488,088
306. Total Salaries	5,145,678
307. Purchase of Service	74,944
308. Expenses	156,013
309. Capital Outlay	0
TOTAL	**5,376,635**

BUILDING INSPECTION SERVICES

311. Salaries	351,465
312. Purchase of Service	3,674
313. Expenses	7,736
TOTAL	**362,875**

TOTAL PUBLIC SAFETY **10,062,470**

PUBLIC FACILITIES

DEPARTMENT OF PUBLIC WORKS

401. Salaries	2,668,429
402. Purchase of Service	668,399
403. Expenses	316,605
404. Capital Outlay	0
405. Snow & Ice	200,000

TOTAL	**3,853,433**
MUNICIPAL PARKING PROGRAM	
410. Municipal Parking Program	204,221
TOTAL	**204,221**
MUNICIPAL BUILDING MAINTENANCE BOARD	
411. Salaries	2,291,547
412. Purchase of Service	2,220,004
413. Expenses	317,512
414. Capital Outlay	0
TOTAL	**4,829,063**
MUNICIPAL STREET LIGHTING	
420. Street Lighting Program	291,500
TOTAL	**291,500**
PERMANENT PUBLIC BUILDING COMMITTEE	
421. Salaries	77,319
422. Purchase of Service	1,500
423. Expenses	4,300
TOTAL	**83,119**
TOTAL PUBLIC FACILITIES	**9,261,336**
HEALTH AND HUMAN SERVICES	
BOARD OF HEALTH	
501. Salaries	295,683
502. Purchase of Service	78,366
503. Expenses	7,550
TOTAL	**381,599**
VETERANS' SERVICES	
506. Salaries	54,745
507. Purchase of Service	450
508. Expenses	33,350
TOTAL	**88,545**
YOUTH COMMISSION	
511. Salaries	185,877
512. Purchase of Service	2,800
513. Expenses	1,990
TOTAL	**190,667**
COUNCIL ON AGING	
516. Salaries	220,527
517. Purchase of Service	4,295
518. Expenses	5,175
TOTAL	**229,997**
COMMISSION ON DISABILITIES	
525. Expenses	513
TOTAL	**513**
TOTAL HEALTH AND HUMAN SERVICES	**891,321**
LAND & DEVELOPMENT	
PLANNING BOARD	
601. Salaries	127,829
602. Purchase of Service	7,750
603. Expenses	3,310
TOTAL	**138,889**
CONSERVATION COMMISSION:	
606. Salaries	30,724
607. Purchase of Service	2,070
608. Expenses	1,823
TOTAL	**34,617**
BOARD OF APPEALS	
611. Salaries	15,326
612. Purchase of Service	3,040
613. Expenses	170
TOTAL	**18,536**
HISTORICAL COMMISSION	
620. Expenses	513
TOTAL	**513**
TOTAL LAND & DEVELOPMENT	**192,555**
CULTURAL AND LEISURE SERVICES	
LIBRARY	
701. Salaries	843,558
702. Purchase of Service	18,010
703. Expenses	12,431
704. Books, Periodicals & AV	151,905
TOTAL	**1,025,904**
PARK & RECREATION COMMISSION	
706. Salaries	390,409
707. Purchase of Service	50,778
708. Expenses	23,347
709. Capital Outlay	12,000
TOTAL	**476,534**
MEMORIAL PARK	
715. Expenses	500
Total	**500.**
TOTAL: CULTURAL & LEISURE SERVICES	**1,502,938**
DEPARTMENT BUDGETS:	**61,602,582**
TOTAL OPERATING BUDGET	**84,518,244**

At 10:35 P.M. Mr. David P. Cox moved that the Annual Town Meeting stand adjourned to Wednesday, May 4, 2005 at 7:30 P.M. at the Newman School, and it was so voted by voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 4, 2005

Pursuant to adjournment of the Annual Town Meeting held May 2 2005, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Wednesday, May 4, 2005, at 7:30 P.M.

Check lists were used and 209 voters were checked on the list as being present, including 204 Town Meeting Members.

At the designation of Caroline B. Edge, President of the Needham Clergy Association, Rev. Susan E. Cartmell, Senior Minister, Congregational Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 14.

ARTICLE 14: APPROPRIATE THE FY 2006 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
1001	Salaries	441,847	480,376	508,017
1002	Purchase of service	914,406	956,200	978,200
1003	Expenses	111,846	128,230	128,230
1004	Capital Outlay			
1005	Debt Service	256,766	217,000	229,697
1006	Reserve Fund	0	45,000	45,000
	Total	1,724,974	1,826,806	1,889,144

And that $570,000 be raised from the tax levy and transferred to the RTS Enterprise Account; or take any other action relative thereto.

Article 14 Explanation: The Solid Waste and Recycling budget is funded through a combination of property tax revenues and user fees.

MOVED: That the Town will vote to raise and appropriate the following sums of money to operate the Solid Waste and Recycling Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
1001	Salaries	441,847	480,376	508,017
1002	Purchase of service	914,406	956,200	978,200
1003	Expenses	111,846	128,230	128,230
1004	Capital Outlay			
1005	Debt Service	256,766	217,000	229,697
1006	Reserve Fund	0	45,000	45,000
	Total	1,724,974	1,826,806	1,889,144

And that $570,000 be raised from the tax levy and transferred to the RTS Enterprise Account

Mr. John A. Bulian, Chairman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

Mrs. Jane A. Howard, member, recommended support of this proposal on behalf of the Finance Committee.

In response to an inquiry from Mr. John P. Connelly, Chairman, Permanent Public Building Committee and Town Meeting Member, Mr. Bulian advised that last year's retained earnings was $192,000. The budget was $1,195,000 with $675,000 from the tax levy. Finance Committee member Jane Howard noted that retained earnings for fiscal year 2004 was $292,437. Mr. Bulian explained that the RTS contract is up next spring and plans are underway as to how to proceed. Mr. Richard B. Weitzen reminded Town Meeting members that the Transfer Station has an underused capacity of 40,000 tons.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 15: APPROPRIATE THE FY 2006 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
2001	Salaries	473,249	520,042	530,936
2002	Purchase of Service	118,049	139,629	147,329
2003	Expenses	60,715	67,258	67,258
2004	Capital outlay		25,000	25,000
2005	MWRA assessment	4,646,630	4,765,682	4,703,106
2006	Debt service	1,055,001	1,088,010	1,088,010
2007	Reserve Fund		35,000	35,000
	Total	6,353,644	6,640,621	6,596,639

or take any other action relative thereto.

Article 15 Explanation: The Sewer Enterprise Fund budget is a self-supporting account. Sewer user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and appropriate the following sums of money to operate the Sewer Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
2001	Salaries	473,249	520,042	530,936
2002	Purchase of Service	118,049	139,629	147,329
2003	Expenses	60,715	67,258	67,258
2004	Capital outlay		25,000	25,000
2005	MWRA assessment	4,646,630	4,765,682	4,703,106
2006	Debt service	1,055,001	1,088,010	1,088,010
2007	Reserve Fund		35,000	35,000
	Total	6,353,644	6,640,621	6,596,639

Mr. James G. Healy, Selectman, addressed this proposal on behalf of the Board of Selectmen. He acknowledged that the town is blessed with a self-sustaining account. The salary increases are due to contract negotiations and Purchase of Service increases are due to increased energy costs.

Mr. Ted Weiner, member, urged support of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 16: APPROPRIATE THE FY 2006 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
3001	Salaries	708,452	823,773	848,577
3002	Purchase of service	359,178	350,752	374,952
3003	Expenses	322,135	396,470	396,470
3004	Capital outlay	19,690	20,000	20,000
003005	MWRA assessment	1,060,548	793,683	360,859
3006	Debt service	1,105,601	1,105,601	1,105,601
3007	Reserve Fund		75,000	75,000
	Total	3,575,604	3,574,879	3,181,459

or take any other action relative thereto.

Article 16 Explanation: The Water Enterprise Fund budget is a self-supporting account. Water user fees and charges cover the entire cost of operations.

MOVED: That the Town vote to raise and appropriate the following sums of money to operate the Water Division of the DPW during fiscal year 2006, under the provision of G.L., Chapter 44, Section 53F ½:

		Expended FY 2004	Appropriated FY 2005	Recommended FY2006
3001	Salaries	708,452	823,773	848,577
3002	Purchase of service	359,178	350,752	374,952
3003	Expenses	322,135	396,470	396,470
3004	Capital outlay	19,690	20,000	20,000
3005	MWRA assessment	1,060,548	793,683	360,859
3006	Debt service	1,105,601	1,105,601	1,105,601
3007	Reserve Fund		75,000	75,000
	Total	3,575,604	3,574,879	3,181,459

Mr. James G. Healy, member, addressed this proposal on behalf of the Board of Selectmen. He noted that this is also a self-sustaining account. The salary increases are due to contract negotiations and Purchase of Service increases are due to increased energy costs. He urged support on behalf of the Board of Selectmen.

Mr. Ted Weiner, member, urged support of this proposal on behalf of the Finance Committee.

In response to an inquiry from Susan W. Abbott, Mr. Healy advised that all town wells are up and running so that the Town did not have to purchase as much water from the MWRA. Mr. Healy also advised Elizabeth B. Kloss that the town's wells are in good shape. The Town did some repairs and most of the water problems have been solved. Mr. Jeffrey Kristeller requested a clarification on the change in water rates. Mr. Healy explained that while costs were dropping , the town was selling at a lower rate so that revenues were not covering expenses.

After a brief discussion, a motion to move the previous question was offered by Meredith P. Page. The motion to move the previous question was presented and carried by two-thirds vote as declared by the Moderator.

ACTION: The main motion was presented and carried unanimously by voice vote.

RTICLE 17 was previously adopted by unanimous vote.

ARTICLE 18: APPROPRIATE TO COMMUNITY PRESERVATION FUND

To see if the Town will vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate $1,150,000 pursuant to Massachusetts

General Laws, Chapter 44B from the estimated FY 2006 Community Preservation Fund revenues or to set aside for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$ 57,000
B. Debt Service	$ 0

Reserves:

C. Community Preservation Fund Annual Reserve	$745,000
D. Community Housing Reserve	$116,000
E. Historic Resources Reserve	$116,000
F. Open Space Reserve	$116,000;

or take any other action relative thereto.

MOVED: That the Town vote to hear and act on the report of the Community Preservation Committee; and to see if the Town will vote to appropriate $1,150,000 pursuant to Massachusetts General Laws, Chapter 44B from the estimated FY 2006 Community Preservation Fund revenues or to set aside for future appropriation, to be spent under the direction of the Town Manager, as follows:

Appropriations:

A. Administrative and Operating Expenses of the Community Preservation Committee	$ 57,000
B. Debt Service	$ 0

Reserves:

C. Community Preservation Fund Annual Reserve	$745,000
D. Community Housing Reserve	$116,000
E. Historic Resources Reserve	$116,000
F. Open Space Reserve	$116,000.

Article 18 Explanation: The Community Preservation Act was adopted at the 2004 Annual Town Meeting under Article 59 and by the voters at the November 2, 2004 election. The effective date of the Act is July 1, 2005. This Fund receives monies through a 2.0% annual surcharge on local real estate property tax bills with certain exemptions, and makes the Town eligible to receive additional monies on an annual basis from the Massachusetts Community Preservation Trust Fund. The Community Preservation Fund may be used to acquire, create and preserve open space; acquire, preserve, rehabilitate and restore historic resources; create, preserve and support affordable housing; acquire, create and preserve land for recreational use; and for administrative and operational expenses of the Community Preservation Committee (CPC) not to exceed 5% of the annual revenue estimate. Any expenditure of Community Preservation Fund monies must be both recommended by the CPC and approved by Town Meeting. The law requires that at least 10% of the revenue must be appropriated or reserved for future appropriation for each of the following purposes: community housing, historic preservation; and open space. Therefore, if there is no specific project being recommended by the CPC to meet the minimum spending allocation for required categories, the Town must transfer at least the minimum allocation to the reserve.

Mr. Ronald W. Ruth, Chairman, presented this proposal on behalf of the Community Preservation Committee. He thanked Town Meeting and the voters of the Town of Needham for passing The Community Preservation Act, which becomes effective July 1, 2005. The committee has been established and has scheduled meetings with various groups to help educate the committee. The committee hopes to create guidelines over the summer and hold a public hearing in September. The law requires that 10% of the revenue must be appropriated for community housing, historic preservation, and/or open space.

Mr. Daniel P. Matthews, Selectman, advised that the town hopes to achieve the renovation of Town Hall without an override and in combination of matching state funds. He urged Town Meeting members to be attentive to this process and support this proposal.

Mrs. Lita C. Young, member, supported this proposal on behalf of the Finance Committee.

In response to an inquiry from Sandra Balzer Tobin, Mr. Ruth advised that the funds could be invested under municipal investing regulations. Mr. Matthews advised that the State funds are in trust and on course. The town should receive matching state funds of 100% for at least the first three years. and then possibly a lower percentage.

In response to an inquiry from Mr. Michael J. Greis, Mr. Ruth noted that once the money arrives from the State, Town Meeting would then vote to put that money in a specific account. The money could go into a catchall account, but once appropriated to a specific fund, the committee must get a vote of Town Meeting in order to move the funds to another specific fund.

A motion to amend Line A, Administrative and Operating Expenses, to include an itemized listing of expenses in the future was offered by Mr. John P. Connelly.

In response to an inquiry from William M. Powers, Mr. Ruth stated that the committee is not advisory, it is dealing with only three specific areas, and that the committee anticipates hiring a Recording Secretary and possibly consulting services.

Mr. Daniel P. Matthews, Selectman, noted that this new statute is very complicated and he requested that the motion to amend be withdrawn. The Committee will try to bring as much information to Town Meeting as possible. Mr. Connelly withdrew his motion to amend and indicated that he looked forward to the Committee's accounting next year.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 19 was previously adopted by unanimous vote.

ARTICLE 20 was previously adopted by unanimous vote.

ARTICLE 21 was previously adopted by unanimous vote.

ARTICLE 22 was previously adopted by unanimous vote.

ARTICLE 23 was previously withdrawn on May 2, 2005.

ARTICLE 24: APPROPRIATE FOR MUNICIPAL BUILDING MAINTENANCE PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $245,000 for the Municipal Building Maintenance Program, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 24 Explanation:

Flooring Replacement
This request is part of a multi-year plan to systematically address the need to remove asbestos flooring in school buildings. In most cases, the worn flooring is comprised of asbestos containing floor tiles or carpeting glued directly to asbestos containing floor tiles. In all cases, the flooring is a minimum of 30 years old and would be due for replacement even if it did not contain asbestos. This program is directed toward those schools not slated for renovation work in the near future, or for emergency repair areas. FY06 funding will be used to replace all remaining asbestos containing floor tile at the Hillside Elementary School (the remainder of the upper level corridor and several classrooms). FY04 funding was used to replace asbestos containing floor tile in part of the upper level corridor and several adjacent classrooms at the Hillside Elementary School. FY05 funding was used to replace asbestos containing floor tile in the lower level corridor and cafeteria at the Hillside Elementary School.

Exterior Painting
This request will fund the complete exterior painting of the Mitchell Elementary School and the Daley Maintenance Building including corroded window frames, peeling wooden trim and window sill components, deteriorated facia boards, doors, and miscellaneous building envelope components. The project includes partial lead abatement as well as carpentry work to replace rotted wooden trim components. The Mitchell Elementary School exterior was last painted during the summer of 1997. The Daley Maintenance Building exterior was last painted during the summer of 1990.

Interior Painting
This request is part of a multi-year plan to systematically address the need for the maintenance of interior spaces in schools and municipal buildings. The amount appropriated in the annual operating budget of the Municipal Building Maintenance Department has been insufficient to address the overwhelming amount of work needed. FY06 funding will be used to paint interior spaces at the Mitchell Elementary School, Newman Elementary School, High School (restrooms only), and the Pollard Middle School. FY05 funding was used to paint interior spaces at the Hillside Elementary School, Pollard Middle School, Mitchell Elementary School, Newman Elementary School, and the High School. FY04 funding was used to paint interior spaces at the Pollard Middle School, Fire Station #1, Mitchell Elementary School, and the Newman Elementary School.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $245,000 for the Municipal Building Maintenance Program, to be spent under the direction of the Town Manager and raised from the tax levy.

A motion to amend was offered by Mr. Gerald A. Wasserman by striking the sum "$245,000" and inserting in place thereof the sum "$220,000".

Mr. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that three maintenance items were put into one article to save money.

Lita C. Young, member, recommended adoption of this proposal on behalf of the Finance Committee. She explained that by putting the three items into one article, funds could be moved within the article if necessary.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $220,000 for the Municipal Building Maintenance Program, to be spent under the direction of the Town Manager and raised from the tax levy.

ARTICLE 25 was previously adopted by unanimous vote.

ARTICLE 26 was previously withdrawn on May 2, 2005.

ARTICLE 27 was previously withdrawn on May 2, 2005.

ARTICLE 28 was previously withdrawn on May 2, 2005.

ARTICLE 29 was previously withdrawn on May 2, 2005.

ARTICLE 30 was previously withdrawn on May 2, 2005.

ARTICLE 31: APPROPRIATE FOR RIDGE HILL REHABILITATION PROGRAM

To see if the Town will vote to raise and/or transfer and appropriate the sum of $126,875 for repairs to the buildings at the Ridge Hill Reservation, to be spent under the direction of the Town Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 31 Explanation: This request will fund several long overdue maintenance and repair items at the Ridge Hill facility that comprises three buildings (two houses and a garage) and serves as a conference and function facility under the administration of the Conservation Commission. The Ridge Hill facility has had only a nominal maintenance budget that covers little beyond utilities, custodial supplies, and essential maintenance (boiler/burner repair, grounds upkeep, fire alarm service, etc.) for many years. Items of work include roof repair and partial replacements, drainage improvements, exterior painting, chimney repointing/masonry repair, storm and screen door replacements, kitchen flooring replacement, and furniture replacements (tables/chairs).

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $126,875 for repairs to the buildings at the Ridge Hill Reservation, to be spent under the direction of the Town

Manager, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the Board is trying to maintain and improve Ridge Hill, make the property more desirable for bookings, and develop a long-term plan for the property. The Board also hopes to develop a website to better market Ridge Hill.

Mr. Richard S. Creem, member, addressed this proposal on behalf of the Finance Committee. He explained that this is a 365-acre facility that was purchased by the town in 1972. The facility is rented out for a variety of reasons and bookings have decreased in the last few years. The Finance Committee feels that this is a good investment and that with the fee increase and updated maintenance, bookings will increase. The Finance Committee recommends adoption of Article 31.

In response to several inquiries, Mr. Wasserman advised that this request is for needed maintenance and if these repairs were not addressed, the building would have to be shut down. Mr. Wasserman stated that money could not be taken from the Community Preservation Fund because this appropriation is for scheduled maintenance. If the money was to be used for historical purposes, perhaps it could be taken from the Community Preservation Fund.

In response to an inquiry from Mr. Ford H. Peckham, Mr. Wasserman stated that Ridge Hill is a desirable building and is not in competition with the Hilton.

Mr. Paul A. Siegenthaler urged Town Meeting Members to vote in favor of this proposal. Lois Sockol also urged support of this proposal.

A motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried by two-thirds vote as declared by the Moderator.

ARTICLE 32 was previously adopted by unanimous vote.

ARTICLE 33: APPROPRIATE FOR ATHLETIC FACILITY IMPROVEMENT PLAN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $35,000 for an athletic facility improvement plan, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 33 Explanation: The Board of Selectmen created a committee to study the number and quality of playing fields in the Town. The Committee has identified the creation of synthetic turf fields as a means of improving quality and access to playing fields and determined that the most appropriate location would be DeFazio Park. The committee further recommends that a master plan of DeFazio Park be created to determine optimal location. The Department of Public Works has developed a maintenance plan, consisting of new or total reconstruction, renovation, irrigation and drainage improvements, and equipment replacement/repair (bleachers, fences/backstops, player benches and miscellaneous equipment) for fields, ball diamonds, tennis and basketball courts. A five-year funding schedule is proposed, and would likely require a proposition 2½ override for funding. The current proposal would allocate $35,000 to supplement private funding that has been raised for the purpose of creating a master plan for DeFazio Park.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $35,000 for an athletic facility improvement plan, to be spent under the direction of the Town Manager and raised from the tax levy.

Mr. Christopher Richard Dollase, member, addressed this proposal on behalf of the Park and Recreation Commission. He noted that the Board of Selectmen created a committee to study the number and quality of the town's playing fields. The short-term solution to the town's playing fields is to increase the usage and quality of certain parks. The long term solution is the need for more parks. It is the committee's recommendation to hire a consultant to create a Master Plan of DeFazio Park. The committee believes that there will be a need for both public and private funds. He urged support of this proposal.

Mr. James G. Healy, Selectmen, advised that in the past thirty-five years, the town's players have increased, but the number of fields has not increased. He also stated that synthetic fields are the way to go. The total cost will be expensive and we will need Town Meeting support.

Mr. Mark P. Fachetti, member, addressed this proposal on behalf of the Finance Committee. He estimated that the long range plan will cost approximately $1,300,000. The playing fields will last longer with the new synthetic turf. He urged support of this proposal on behalf of the Finance Committee.

Mr. Richard B. Weitzen expressed concern that the town has very little land available – Ridge Hill, the Town Forest, the landfill, Niki site, and 54 acres leased to the Needham Golf Course. He concurred that Town Meeting should support this article, but the town should also look at all available sites.

Mr. William M. Powers suggested that the budget is a prioritization of things that are important to this town. He indicated that while the need for playing fields is accurate, there are other more important uses.

A motion to refer the subject matter of this article back to the Board of Selectmen for further study to be brought back to a Fall Special Town Meeting was offered by Mrs. Cynthia Conturie.

Mr. Donald Brock stated that the Town of Lexington has three fields and that the Town of Needham has to make the existing fields better and that requires synthetic turf. He urged Town Meeting to support this proposal.

Mr. Paul S. Alpert questioned how the High School project impacts the fields. Mr. Healy noted that the High School fields have been reduced from two to one and hoped that the one remaining field be synthetic turf. Mr. Alpert urged support of this proposal.

Mrs. Lois Sockol also rose in support of this proposal.

A motion to move the previous question was offered by Mr. Paul G. Smith. The motion was presented and carried unanimously by voice vote.

The motion to refer was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by majority voice vote.

ARTICLE 34 was previously withdrawn on May 2, 2005.

ARTICLE 35: APPROPRIATE FOR COMPUTER NETWORK UPGRADE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $123,000 for computer network upgrade, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 35 Explanation: The Town of Needham has a town wide fiber network connecting all municipal and school buildings. This network carries all data transmissions throughout the town for all applications, including school systems, financial systems and public safety systems. This network requires many switches and hubs to complete full access to all building and departments. These electronic and fiber devices are located in all town buildings, and do not last indefinitely. When they do fail, all access to that department or building is terminated. This access includes all email, Internet, and financial applications located on the IBM AS/400 computer, as well as communication links for all Public Safety applications. Network application servers are a major piece of this network and are included as part of this update. The replacement cycle is necessary to properly maintain the system.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $123,000 for computer network upgrade, to be spent under the direction of the Town Manager and raised from the tax levy.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen. He indicated that the Board is satisfied that this is a necessary and appropriate request and urged adoption of this article.

Mrs. Laura A. Brooks, member, advised that this proposal will provide increased disk storage town wide and urged adoption of this article.

In response to an inquiry from Mr. Michael T. Vaughn, Mr. Michael J. Greis indicated that this is the backbone of the town's computer system and that the Technology Committee is looking to see if "wireless" could play a role in the future.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 10:35 P.M. Mrs. Jeanne S. McKnight moved that e Annual Town Meeting stand adjourned to Monday, May 9, 005 at 7:30 P.M. at the Newman School, and it was so voted voice vote.

Theodora K. Eaton, MMC
Town Clerk

A true copy
Attest:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Monday, May 9, 2005

Pursuant to adjournment of the Annual Town Meeting held May 4, 2005, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 09, 2005, at 7:30 P.M.

Check lists were used and 205 voters were checked on the list as being present, including 199 Town Meeting Members.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to suspend the proceedings for the ninth annual Richard Patten Melick Foundation Awards. Mr. William R. Dermody, President, introduced members of the Board of Directors, Cynthia J. Chaston and Barry R. McDonough, who presented this year's awards to Fran Moore and John J. Naughton, Jr. respectively. Town Meeting Members Joan E. Adams and Jane A. Howard were presented with an award for twenty-five years of service to the community.

The Moderator introduced Cary Young and Sandra Tobin, members of the Needham Historical Commission, who presented the Raymond F. Bosworth Award to Michael R. Tedoldi and Cynthia J. Loker for outstanding effort in the preservation of the Browne Whitney House (1855) on Garden Street and James A. Turbayne for the restoration project on his antique Luther-Morse house (1832) on Nehoiden Street.

At the designation of Caroline B. Edge, President of the Needham Clergy Association, Cary C. Young gave the invocation.

Mr. John A. Bulian moved that the Annual Town Meeting stand adjourned until such time as the Special Town Meeting called for this evening at 7:30 P.M is either adjourned or dissolved. It was so voted unanimously.

* * * * * * * *

SPECIAL TOWN MEETING

Monday, May 9, 2005

Pursuant to a warrant issued by the Selectmen on April 13, 2005, this meeting was called for May 9, 2005 at 7:30 P.M.

The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. He announced that all articles in the Special Town Meeting warrant would be taken up for question or debate.

ARTICLE 1: AMEND ZONING BY-LAW – MAP CHANGE TO SINGLE RESIDENCE B

To see if the Town will vote to revise the Zoning Map as follows:

Place in the Single Residence B District all that land now zoned Single Residence A lying along Highland Terrace, Riverside Street, and Highview Street and located in the area between the General Residence District and New England Business District east of the State Circumferential Highway Route 128, comprising parcels 1, 2, 3, 30, 31, 32, 33, 54, 55, and 59 on Assessor's Plan No. 73. Said land bounded and described as follows:

Beginning at a point on the northerly sideline of Riverside St. at the lot corner of lots 87A and 87B, as shown on a plan recorded in the Norfolk County Registry of Deeds (NCRD) as plan 1252 of 1957, thence running northeasterly by said lot line to a point, thence turning and running southeasterly by lots 87A, 86, 85A, & 85B as shown on said plan, thence continuing on the same course by lots 84 & 83, as shown on a plan entitled Hood Park, Needham, dated May 1910, and prepared by W.A. Mason & Son, Surveyors, to a point, thence turning and running southerly by lot 83 and by lot 99 as shown on said plan, thence continuing on said course by the easterly line of lot A, on a plan recorded in NCRD as plan 138 of 1989, continuing to a point of intersection of the northeasterly projection of the southeasterly line of lot B on said plan, thence turning and running southwesterly and northwesterly by said lot B to the southeasterly sideline at the end of Highland Terrace, a public way accepted by the Town of Needham in 1951, thence turning and running southwesterly by said end to a point of intersection with the centerline of a way, as shown on a plan recorded in NCRD as plan 1218 of 1947, thence turning and running southeasterly by said centerline to a point, thence turning at a right angle and running to the easterly most lot corner of the lot, as shown on said plan, to a point thence running southwesterly, northwesterly and northeasterly by said lot to a point of intersection of the southeasterly most lot corner of a lot as shown on a plan recorded in NCRD as plan 143 of 1990 as being inclusive of lots 73 to 76, thence turning and running southwesterly and northwesterly by the lots on said plan to a point, thence continuing in a northwesterly, by lot E as shown on a plan recorded in NCRD as plan 476 of 1965, to a point at the intersection of the lot line of lots D & E, as shown on said plan, thence turning and running by said lot line, between lots D & E, in a northeasterly direction to the southwesterly sideline of Highland Terrace, thence continuing northeasterly, at a right angle to said sideline, to the point of intersection of the centerline of said Highland Terrace, thence turning and running southeasterly by the centerline of Highland Terrace to a point, being opposite and at right angles to the lot line of lots 36 & 37 as shown on the said plan of Hood Park, thence turning and running to the northeasterly sideline of Highland Terrace at said lot line, thence continuing in a northeasterly direction by the lot lines of lots 36 & 37 and lots 24 & 25 to the southwesterly sideline of Riverside St., thence continuing northeasterly, at a right angle to said sideline, to the intersection of the centerline of said Riverside St., thence turning and running southeasterly by said centerline to a point which is at right angles to the point of beginning, thence turning and running northeasterly to the point of beginning.

Or take any other action relative thereto.

Article 1 Explanation: This article describes the geographical boundaries of the area proposed to be placed in the Single Residence B District. The expanded Single Residence B District would include all land now zoned Single Residence A lying along Highland Terrace, Riverside Street and Highview Street and located in the area between the General Residence District and the New England Business District east of the State Circumferential Highway Route 128.

MOVED: That the Town vote to revise the Zoning Map as follows:

Place in the Single Residence B District all that land now zoned Single Residence A lying along Highland Terrace, Riverside Street, and Highview Street and located in the area between the General Residence District and New England Business District east of the State Circumferential Highway Route 128, comprising parcels 1, 2, 3, 30, 31, 32, 33, 54, 55, and 59 on Assessor's Plan No. 73. Said land bounded and described as follows:

Beginning at a point on the northerly sideline of Riverside St. at the lot corner of lots 87A and 87B, as shown on a plan recorded in the Norfolk County Registry of Deeds (NCRD) as plan 1252 of 1957, thence running northeasterly by said lot line to a point, thence turning and running southeasterly by lots 87A, 86, 85A, & 85B as shown on said plan, thence continuing on the same course by lots 84 & 83, as shown on a plan entitled Hood Park, Needham, dated May 1910, and prepared by W.A. Mason & Son, Surveyors, to a point, thence turning and running southerly by lot 83 and by lot 99 as shown on said plan, thence continuing on said course by the easterly line of lot A, on a plan recorded in NCRD as plan 138 of 1989, continuing to a point of intersection of the northeasterly projection of the southeasterly line of lot B on said plan, thence turning and running southwesterly and northwesterly by said lot B to the southeasterly sideline at the end of Highland Terrace, a public way accepted by the Town of Needham in 1951, thence turning and running southwesterly by said end to a point of intersection with the centerline of a way, as shown on a plan recorded in NCRD as plan 1218 of 1947, thence turning and running southeasterly by said centerline to a point, thence turning at a right angle and running to the easterly most lot corner of the lot, as shown on said plan, to a point thence running southwesterly, northwesterly and northeasterly by said lot to a point of intersection of the southeasterly most lot corner of a lot as shown on a plan recorded in NCRD as plan 143 of 1990 as being inclusive of lots 73 to 76, thence turning and running southwesterly and northwesterly by the lots on said plan to a point, thence continuing in a northwesterly, by lot E as shown on a plan recorded in NCRD as plan 476 of 1965, to a point at the intersection of the lot line of lots D & E, as shown on said plan, thence turning and running by said lot line, between lots D & E, in a northeasterly direction to the southwesterly sideline of Highland Terrace, thence continuing northeasterly, at a right angle to said sideline, to the point of intersection of the centerline of said Highland Terrace, thence turning and running southeasterly by the centerline of Highland Terrace to a point, being opposite and at right angles to the lot line of lots 36 & 37 as shown on the said plan of Hood Park, thence turning and running to the northeasterly sideline of Highland Terrace at said lot line, thence continuing in a northeasterly direction by the lot lines of lots 36 & 37 and lots 24 & 25 to the southwesterly sideline of Riverside St., thence continuing northeasterly, at a right angle to said sideline, to the intersection of the centerline of said Riverside St., thence turning and running southeasterly by said centerline to a point which is at right angles to the point of beginning, thence turning and running northeasterly to the point of beginning.

Mr. Maurice P. Handel, Chairman, reviewed this proposal on behalf of the Planning Board. He explained that the

proposal would change the zoning district in the Highland Terrace, Riverside Street and Highview Street neighborhood from Single Residence A to Single Residence B which is more consistent with the area. The Planning Board urged support of the proposal.

Mr. John H. Cogswell, Selectmen, advised that the Board of Selectmen unanimously recommend adoption of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 2: APPROPRIATE FOR POLLARD TECHNOLOGY UPGRADE

To see if the Town will vote to raise and/or transfer and appropriate the sum of $40,000 for the design and upgrade of the data network for the Pollard Middle School to be spent under the direction of the Superintendent of Schools and to meet this appropriation that $40,000 appropriated under Article 1 of the May 2003 Special Town Meeting be transferred; or take any other action relative thereto.

Article 2 Explanation: This request addresses the need to upgrade the Pollard Data Network. The network, which is ten years old, was designed and built with limited resources as part of the Pollard Renovation Project (1993-1995). A recent assessment and certification of the network, which involved re-terminating the network jacks, concluded that the existing network infrastructure is solid. However, the network was under-built for future requirements, speed and capacity. (In 1995, the internet was barely in use in the schools.) Currently, the network supports 230 computers, 1200 users of a variety of educational applications, and web-based administrative applications for SPED and student information management (including grading and attendance.) The network needs to be expanded and upgraded both to accommodate existing needs and to provide for future requirements. The final cost of the upgrade is uncertain, and will be finalized upon conclusion of a design process to be completed this summer. However, it is likely to involve the following major elements: the installation of between 500-600 new network drops ($112,000-$135,000), the purchase of network hardware and fiber ($50,000), the construction of expansion network (electrical) closets and associated electrical work. The $40,000 requested amount would fund network and electrical design for the project. An additional request for the remaining funds needed to complete the network upgrade will be presented to Town Meeting in November.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $40,000 for the design and upgrade of the data network for the Pollard Middle School to be spent under the direction of the Superintendent of Schools and to meet this appropriation that $40,000 appropriated under Article 1 of the May 2003 Special Town Meeting be transferred.

Mr. Gerald A Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this article replaced Article 26 in the Annual Town Meeting warrant. This is a request for design money for technology update at the Pollard Middle School.

Unanimous consent was given to allow Linda Connelly, Director of Media and Technology, to address Town Meeting along with Steven Theall, Superintendent of Schools. Mr. Theall indicated that this project was longer than originally envisioned.

This proposal would fund the network and electrical design for the project.

Lita C. Young, member, recommended adoption of this proposal on behalf of the Finance Committee. She explained that funding would come from the remaining proceeds of Article 1 of the May 2003 Special Town Meeting.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: AUTHORIZE INTER-MUNICIPAL AGREEMENT

To see if the Town of Needham will vote to authorize the municipality to enter into an inter-municipal joint purchasing agreement pursuant to G.L. Ch. 40 Sec. 4A for the provision of technology solutions and related consulting and support services with the Community Software Consortium, preserving the rights and privileges established in prior agreements; or take any other action relative thereto.

Article 3 Explanation: The renewal of the Community Software Consortium is necessary so that the Assessing Department can continue its association with this multi-town group. The primary purpose of the agreement is to provide a cooperative through which member communities can obtain and maintain mass appraisal and assessment administration systems at a lower cost. Membership in the group also allows for joint purchasing of assessment related products and services. Needham has been a member of the Consortium for ten years. This agreement would be for not more than 25 years; however, the Town can opt out at any time at its own discretion.

MOVED: That the Town vote to authorize the municipal joint purchasing agreement pursuant to G.L. Ch. 40 Sec. 4A for the provision of technology solutions and related consulting and support services with the Community Software Consortium, preserving the rights and privileges established in prior agreements.

Mr. Daniel P. Matthews, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen. He explained that this is a request to enter into a joint purchasing agreement with a multi-town group. The member communities can obtain and maintain mass appraisal and assessment administration systems at a reduced cost.

Mr. Richard S Creem, member, explained that the Board of Assessors pay a $1500 annual membership fee, but save 15% on purchases. He urged adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: AMEND FY2005 OPERATING BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting and amended under Article 10 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
4	Health Insurance	8,725,700	$8,075,700
5	Insurance Liability Fund	380,000	$1,030,000
306	Fire Department,		

	Purchase of Service	72,499	$ 79,999
307	Fire Department, Expenses	150,313	$ 142,813
401	Public Works, Salaries	2,605,781	To be Determined
402	Public Works, Purchase of Service	668,399	To be Determined
403	Public Works, Expenses	316,275	To be Determined

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2005 Operating Budget adopted under Article 12 of the May 2004 Annual Town Meeting and amended under Article 10 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
4	Health Insurance	$8,725,700	$8,075,700
5	Insurance Liability Fund	380,000	$1,030,000
306	Fire Department, Purchase of Service	72,499	$ 79,999
307	Fire Department, Expenses	150,313	$ 142,813
401	Public Works, Salaries	2,605,781	To be Determined
402	Public Works, Purchase of Service	668,399	To be Determined
403	Public Works, Expenses	316,275	To be Determined

A motion to amend the main motion was offered by Mr. Richard S. Creem as follows:

Line Item	Appropriation	Changing From	Changing To
4	Health Insurance	8,725,700	$8,225,700
5	Insurance Liability Fund	380,000	$ 880,000
401	Public Works, Salaries	2,605,781	$2,615,781
402	Public Works, Purchase of Service	668,399	$ 538,399
403	Public Works, Expenses	316,275	$ 436,275.

Mr. Stephen A. Jonas, Chairman, addressed this proposal on behalf of the Finance Committee. He explained that the town joined West Suburban Health Group last year resulting in a savings of approximately $850,000. After studying various alternatives, the Finance Committee recommended that $350,000 remain in Line Item 4, Health Insurance, and that $500,000 be transferred to Line Item 5, Insurance Liability Fund. He further explained that Line 306 would be increased by $7,500 and Line 307 would decrease by the same amount. $130,000 in Line Item 402, Purchase of Service, was anticipated for outside contractors to do sidewalk repair. However, the work was done in-house which accounts for the increase to Public Works Salaries and Expenses.

Mr. Richard S. Creem offered the following amendments:

Line Item	Appropriation	Changing From	Changing To
4	Health Insurance	8,725,700	$8,225,700 *
5	Insurance Liability Fund	380,000	$ 880,000 *
401	Public Works, Salaries	2,605,781	$2,615,781 *
402	Public Works, Purchase of Service	668,399	$ 538,399 *
403	Public Works, Expenses	316,275	$ 436,275 *

ACTION: The main motion, as amended, was presented and carrie unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain part the fiscal year 2005 Operating Budget adopted under Article 12 of May 2004 Annual Town Meeting and amended under Article 10 of November 8, 2004 Special Town Meeting by deleting the amount money appropriated under some of the line items and appropria new amounts as follows:

Line Item	Appropriation	Changing From	Changing To
4	Health Insurance	8,725,700	$8,225,700
5	Insurance Liability Fund	380,000	$ 880,000
306	Fire Department, Purchase of Service	72,499	$ 79,999
307	Fire Department, Expenses	150,313	$ 142,813
401	Public Works, Salaries	2,605,781	$2,615,781
402	Public Works, Purchase of Service	668,399	$ 538,399
403	Public Works, Expenses	316,275	$ 436,275

ARTICLE 5: AMEND FY2005 RTS ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting and amended under Article 11 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
1002	Purchase of Service	$956,20	To be Determined
1003	Expenses	$128,230	To be Determined

and to meet this appropriation that $40,000 be transferred from RTS Retained Earnings.

or take any other action relative thereto.

Article 5 Explanation: The *Purchase of Service line item is recommended to be increased by $40,000 to be transferred from retained earnings. The volume of solid waste processed by the RTS is expected to be significantly above the projection of 7,700 tons. This transfer will be at least partially offset by an associated increase in revenue.*

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town

Meeting and amended under Article 11 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
1002	Purchase of Service	$956,20	To be Determined
1003	Expenses	$128,230	To be Determined

and to meet this appropriation that $40,000 be transferred from RTS Retained Earnings.

A motion to amend the main motion under Article 5 was offered by Mr. John A. Bulian by deleting Line item 1003 in its entirety; and by deleting line item 1002 and inserting in place thereof the following:

Line Item	Appropriation	Changing From	Changing To
1002	Purchase of Service	$956,200	$996,200

Mr. John A. Bulian, Chairman, recommended approval of this proposal on behalf of the Board of Selectmen. He explained that the motion to amend corrects an error in the warrant.

Mr. Ted Weiner, member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Bulian's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts of the fiscal year 2005 Solid Waste/Recycling Enterprise Fund Budget adopted under Article 13 of the 2004 Annual Town Meeting and amended under Article 11 of the November 8, 2004 Special Town Meeting by deleting the amounts of money appropriated under some line items and appropriating new amounts, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Line Item	Appropriation	Changing From	Changing To
1002	Purchase of Service	$956,200	$996,200

and to meet this appropriation that $40,000 be transferred from RTS Retained Earnings.

ARTICLE 6: AMEND FY2005 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to transfer $600,000 from sewer retained earnings to the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting and amended under Article 12 of the November 8, 2004 Special Town Meeting, under the provisions of M.G.L. Chapter 44, Section 53F ½;

Article 6 Explanation: The Board of Selectmen voted to use $600,000 of retained earnings to be applied to the current year's sewer operating budget to mitigate the drop in high-end consumption billing. The Board amended the current FY 2005 sewer rates to reflect the changing consumption patterns, but has also opted to apply the retained earnings to lessen the amount that the rates would have had to change if the funds were not used.

MOVED: That the Town vote to transfer $600,000 from sewer retained earnings to the fiscal year 2005 Sewer Enterprise Fund Budget adopted under Article 14 of the 2004 Annual Town Meeting and amended under Article 12 of the November 8, 2004 Special Town Meeting, under the provisions of M.G.L. Chapter 44, Section 53F ½.

Mr. James G. Healy, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the Board of Selectmen voted to use $600,000 of retained earnings for rate relief.

Mrs. Jane A Howard, member, addressed this proposal on behalf of the Finance Committee. She indicated that this sum would cover the shortfall.

In response to an inquiry from Mr. John J. Frankenthaler, Mr. Healy advised that we have to pay for water whether we use it or not. The rates won't go down, but they might stabilize.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 8:55 P.M. Mr. John A. Bulian offered the following Resolution:

RESOLUTION

In memory of J. Darrison Sillesky

WHEREAS: J. Darrison "Mac" Sillesky was born and raised in Lockport, New York, graduated cum laude with bachelor's and master's degrees in mathematics from Syracuse University, and continued his education in the Advanced Management program at the Harvard Business School. Together with his wife of 64 years, Mary Pike Sillesky, he settled in Needham and raised three children Anne, Carolin, and John; and

WHEREAS: Mac Sillesky was vice president and group actuary at John Hancock Mutual Life Insurance Company, a fellow of the Society of Actuaries and vice chairman of the Actuaries Club of Boston; and

WHEREAS: Mac Sillesky was active in the Needham Community. A long-time member of Christ Episcopal Church, he served as chairman of the Christ Church Board of Religious Education and the Diocesan Advance Fund, was a member of the vestry and was both a Junior and Senior Warden. He was actively involved in the YMCA, serving as a member of the board of directors, corporate secretary, treasurer, and president of the Needham YMCA. He also served as president of the board of trustees of the North Hill Retirement Community; and

WHEREAS: Mac Sillesky served as a Town Meeting Member from 1983 to 1993, and was a member of the Racial Imbalance in Needham Schools Committee which brought the METCO program to Needham. He was

the chairman of the Newman Middle School Use Committee, was a member of the Finance Committee from 1979 to 1983, serving one year as chairman, and was a long-time member of the Needham Contributory Retirement Board, from 1985 to 1996.

NOW THEREFORE, be it resolved by this body that the May 9, 2005 Special Town Meeting be dissolved in honor of the many civic and community contributions of J. Darrison "Mac" Sillesky to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Mr. John A. Bulian moved that the Annual Town Meeting be reconvened.

* * * * * *

The Moderator called the Annual Town Meeting back into session, declared a quorum to be present and requested the Town Clerk to so record. He announced that discussion would begin with Article 7 that was postponed to the first order of business after the dissolution of the Special Town Meeting called for this evening at 7:30 P.M.

ARTICLE 7: FUND COLLECTIVE BARGAINING AGREEMENT – POLICE UNION

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006; or take any other action relative thereto.

Article 7 Explanation: At the time of the printing of the Warrant, the parties had not reached agreement on this contract.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, and to appropriate a sum of money to defray the cost of salary and wages provided for under the agreement for fiscal year 2006.

Mr. Daniel P. Matthews, Selectman, requested Town Meeting approval to approve the Police Union contract. He stated that this contract is affordable, fair and comparable to other communities. The 3 % wage increase is in sink with other collective bargaining agreements in the town.

Mrs. Laura A. Brooks, member, recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 36: APPROPRIATE FOR FACILITY MASTER PLAN FEASIBILITY STUDY

To see if the Town will vote to raise and/or transfer and appropriate the sum of $100,000 for a municipal operation location feasibility study, to be spent under the direction of the Permanent Public Building Committee/Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 36 Explanation: This article will fund a feasibility study to evaluate the needs of municipal departments including, at a minimum, those in the School Administration Building, Town Hall, and the Department of Public Works. The study will evaluate the optimal location of municipal departments, evaluate disposition and reuse options for the Emery Grover Building, evaluate renovation, rebuild and relocation options for the Town Hall, DPW Administration and DPW garage, and review use of alternative facilities for municipal office location. The review will consider future projects, including a second middle school and senior center, in the development of recommendations. The Emery Grover and Town Hall are both over 100 years old. The DPW building is a combined garage and office building. These buildings have insufficient office and workspace and inadequate parking especially at Town Hall. None of these buildings is fully accessible to persons with disabilities, and the Emery Grover building is completely inaccessible. The current configuration is not conducive to current or proposed departmental restructuring or realignment. Air quality issues, particularly at the DPW, have been an on-going concern, and structural issues are a major concern at the Emery Grover and Town Hall.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $100,000 for municipal operation location feasibility study, to be spent under the direction of the Permanent Public Building Committee/Town Manager and raised from the tax levy.

A motion to amend was offered by Mr. John A. Bulian as follows: By striking the sum "$100,000" and inserting in place thereof the sum "$150,000" and by striking after the words "spent under the direction of the Permanent Public Building Committee/Town Manager" the words "and raised from the tax levy" and inserting in place thereof the words "and that to meet this appropriation that $100,000 to be raised from the tax levy, that $30,000 appropriated under Article 1 of the May 2003 Special Town Meeting, and $20,000 appropriated under Article 42 of the 2003 Annual Town Meeting be transferred."

Mr. John A. Bulian, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that this study is basically a master plan for municipal buildings.

Marianne Cooley, member, addressed this proposal on behalf of the School Committee as it pertains to all school buildings. She noted that class enrollments are expected to climb and space will become a concern.

Mr. Stephen A. Jonas, Chairman, advised that the Finance Committee believe this proposal should be approved. The town needs to know which projects should be built in which location and when.

A motion to amend was offered by Mr. William M. Powers by deleting the words after "sum of" and substituting "$100,000 to provide necessary support for a Facilities Validation Committee; said committee to be appointed by the Town Manager, and charged to conduct a comprehensive study of Town facilities, building upon work previously done by other committees and acknowledging changes in conditions that influence future decisions. Its recommendations shall be made to the Town

Manager; and as appropriate submitted to the Board of Selectmen for inclusion in a long-range capital plan. The Town Manager shall see that appropriate liaison and communication is maintained with the PPBC, and other Town departments, especially when feasibility studies are recommended. Expenditures shall be made under the direction of the Town Manager.

It is further recommended, as written in the Kaestle-Booz Report, (May, 1997) that the work done by such a committee would minimize competition for limited resources. Its goals:
*Financially sound and feasible
*Build upon past capital planning
*Responsive to the fundamental needs of Town departments achievable within a realistic timetable
*Respectful of the necessary resources to support their implementation
*Understandable to all citizens of the Town, inviting their acceptance and future commitment.

Mr. William M. Powers addressed his amendment indicating that he supports this proposal. He suggested that the town needs a summary of what has been spent in the past 5 years. He also stated that the PPBC has done an amazing job and does not need another burden.

Mr. Bulian stated that the Permanent Public Building Committee shall oversee the feasibility study. The Board of Selectmen recommends approval of the existing article and the first motion to amend.

Mr. Robert Y. Larsen spoke in support of Mr. Powers' motion to amend stating that his amendment specifically states what the study would contain. He also noted that the Needham Cinema is a potential asset for the Town. Mr. Bulian advised that part of the study will include other areas and might include the cinema property.

The Moderator modified Mr. Powers' amendment to reflect the change to $150,000" and the funding sources set forth in the proponents' motion to amend.

Cynthia Conturie expressed concern that the High Rock School might be converted into a middle school. She noted that the Newman School was originally designed to be a middle school and has now been transformed into an elementary school.

A motion to amend was offered by Mr. Peter J. Fugere by deleting the first paragraph after "$150,000" of Mr. Powers' motion to amend.

In response to several inquiries, Mr. Bulian advised that project costs will be included in the study and it will be reported back to the next Annual Town Meeting.

Mr. John P. Connelly, Chairman, PPBC, advised that his committee feels that it will have the ability to take on this study and work with user groups, the interviewing process, and the consultant.

After a lengthy discussion, a motion to move the previous question was offered by Mrs. Meredith P. Page. The motion was presented and carried unanimously by voice vote.

Mr. Fugere's motion to amend was presented but it failed to pass by voice vote.

Mr. Power's motion to amend was presented, but it failed to pass by voice vote.

Mr. Bulian's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and passed by majority vote as declared by the Moderator.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $150,000 for municipal operation location feasibility study, to be spent under the direction of the Permanent Public Building Committee/Town Manager and that to meet this appropriation that $100,000 to be raised from the tax levy, that $30,000 appropriated under Article 1 of the May 2003 Special Town Meeting, and $20,000 appropriated under Article 42 of the 2003 Annual Town Meeting be transferred.

ARTICLE 37: APPROPRIATE FOR ROADS, BRIDGES AND INTERSECTIONS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $568,400 for road, bridge and intersection improvements and reconstruction, including engineering and design and construction administration, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 37 Explanation: This request supports the Town's road, bridge, and intersection repair and reconstruction program. The funds would be used to perform some of the following: reconstruction of roads, bridges and intersections performed on the basis of priorities and conditions at the time of funding; extraordinary repairs to both local and Chapter 90 eligible roads; and street resurfacing on local and/or Chapter 90 roads to improve the structural and surface integrity of the Town's network of accepted streets, including leveling, structural overlays, utility adjustments, minor drainage improvements and curbing.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $568,400 for road, bridge and intersection improvements and reconstruction, including engineering and design and construction administration, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

Mr. John H. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that all roads are listed in the computer under a master plan according to the pavement condition index. He noted that the work to be completed under this article are primarily shoulder and edge work as well as work on the Willow Street bridge in conjunction with the Town of Dover. He stated that roads deteriorate more rapidly if not properly maintained.

In response to an inquiry from Mr. George Tarallo, Mr. Cogswell indicated that this proposal is for local neighborhood roads. Repairs to State roads are funded by the state.

In response to an inquiry from Kim Marie Nichols, Mr. Cogswell advised that the utility companies are notified that the town is repairing specific roads and will not give street opening

permits for those roads for five years. Crack sealing is not limited by our moratorium.

In response to an inquiry from Mr. Michael J. Greis, Mr. James G. Healy advised that the Board of Selectmen want to come back to Town Meeting with a plan and a costs analysis to do in-house work and reduce the costs for outside contractors.

A motion to move the previous question was offered by Mr. Maurice P. Handel. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 38: APPROPRIATE FOR SIDEWALK REPAIR AND RESURFACING

To see if the Town will vote to raise and/or transfer and appropriate the sum of $223,300 for sidewalk repair and resurfacing, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 38 Explanation: There are over 160 miles of sidewalks in Needham, of which, 52 miles are designated as school walking routes. Over half of the sidewalks require significant work and do not comply with ADA/AAB laws and regulations. The funds are intended for sidewalk repairs on Hillside Avenue, from Hunnewell Street to Webster Street (East side), Glen Gary Road, Castle Place, & McCulloch Street (to construct a school drop off area). This program will also fund AAB/ADA corner reconstruction based on priorities and conditions at the time of funding.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $223,300 for sidewalk repair and resurfacing, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

Mr. John H. Cogswell, Selectman, recommended adoption of this proposal on behalf of the Board of Selectmen.

Mrs. Laura A. Brooks, member, advised that this article appears yearly to fund sidewalk repair and resurfacing on parts of Needham's 30,000 square feet of sidewalk. The Finance committee supports the adoption of the proposal.

Mr. David J. Escalante expressed concern that last year only parts of the sidewalks on a street were repaired and some of the granite curbs do not allow kids riding bikes to get onto the grass if necessary.

Mr. Cogswell stated that the granite curbs are used to keep cars on the road and usually placed at curves. This year the town will repair the sidewalks on the east side of Hillside Avenue from Hunnewell Street to Webster Street. Mr. Cogswell noted that the school walk side is usually done first.

ACTION: The main motion was presented and carried by two-thirds vote as declared by the Moderator.

At 10:54 P.M: Mr. Gilbert W. Cox, Jr. moved that th Adjourned Annual Town Meeting stand adjourned to Wednesda May 11, 2005 at 7:30 P.M. at the Newman School, and it was s voted by voice vote.

Theodora K. Eaton, MM
Town Clerk

A true copy
Attest:

* * * * *

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 11, 2005

Pursuant to adjournment of the Annual Town Meetin held May 2 2005, the Inhabitants of the Town of Needhar qualified to vote in Town Affairs met in the Newman School o Wednesday, May 11, 2005, at 7:30 P.M.

Check lists were used and 215 voters were checked o the list as being present, including 209 Town Meeting Members.

The Moderator introduced Lois C. Bacon, Librar Trustee and President of the Library Foundation of Needham, wh wanted to publicly thank the Friends of Needham Public library fo their generous gift of $150,000.

At the designation of Caroline B. Edge, President of th Needham Clergy Association, Rev. Robert G. "Skip" Windsor Pastor, Christ Episcopal Church, gave the invocation.

The Moderator announced that the Board of Health i seeking donations to support its Traveling Meals program and wil be stationed in the cafeteria at the table with balloons. He also advised that the Board of Selectmen and the Finance Committee remind Town Meeting Members to pick up tonight's handout on Article 55.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 39.

ARTICLE 39: APPROPRIATE FOR MUNICIPAL VEHICLES AND EQUIPMENT

To see if the Town will vote to raise and/or transfer and appropriate the sum of $200,950 for vehicle and equipment replacement, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 39 Explanation: The DPW Vehicle and Equipment replacement list for all items scheduled for replacement in FY06 or earlier is well in excess of $3 million, and has been pared down to the most urgently needed items. Items recommended for funding in FY06 include: three power assisted loader mounted snow plows, two pick-up trucks, a dump truck, and a cargo van.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $200,950 for vehicle and equipment replacement, to be spent under the direction of the Town Manager and raised from the tax levy.

Mr. John H. Cogswell, Selectmen, reviewed this proposal and recommended adoption on behalf of the Board of Selectmen. He advised that the amount of $200,950 represents part of the $3 million scheduled or past due for vehicle and equipment replacement.

Mr. Ted Weiner recommended adoption of this proposal on behalf of the Finance Committee.

ACTION: The main motion was presented and passed by majority vote as declared by the Moderator.

ARTICLE 40: APPROPRIATE FOR BROOK AND CULVERT REPAIR

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for repair and maintenance of brooks and culverts, to be spent under the direction of the Town Manager and raised from the tax levy; or take any other action relative thereto.

Article 40 Explanation: This is a request for funding as part of an on-going effort to clean brooks throughout Town and repair culverts/retaining walls in the brooks. During severe storms, there are numerous incidents of flooding in residential areas. The flooding conditions are largely the result of blockages of waterways due to the failure of retaining walls and the clogging of waterways with vegetation and silt. These conditions have occurred due to the lack of manpower for routine maintenance of these waterways. A major effort is needed to continue to address this problem. The next round of work is proposed to continue Alder Brook and culverts from the Charles River, off of South Street, to Warren Street.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for repair and maintenance of brooks and culverts, to be spent under the direction of the Town Manager and raised from the tax levy.

A motion to amend was offered by Mr. Daniel P. Matthews by striking the sum "$50,000" and inserting in place thereof the sum "$25,000".

Mr. Matthews explained that this article is a repeat and the town is making progress on the repair of its brooks and culverts.

Mr. Richard S. Creem, member, recommended adoption of this proposal on behalf of the Finance Committee.

Mr. Matthew's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and/or transfer and appropriate the sum of $25,000 for repair and maintenance of brooks and culverts, to be spent under the direction of the Town Manager and raised from the tax levy.

ARTICLE 41 was previously withdrawn on May 2, 2005.

ARTICLE 42 was previously withdrawn on Mau 2, 5005.

ARTICLE 43 was previously withdrawn on May 2, 2005

ARTICLE 44 was previously adopted by unanimous vote.

ARTICLE 45 was previously adopted by unanimous vote.

ARTICLE 46 was previously adopted by unanimous vote.

ARTICLE 47 was previously adopted by unanimous vote.

ARTICLE 48 was previously withdrawn on May 2, 2005.

ARTICLE 49: APPROPRIATE FOR SEWER PUMP STATION IMPROVEMENTS

To see if the Town will vote to raise and/or transfer and appropriate the sum of $984,550 for renovation and reconstruction of the Great Plain Avenue Sewer Pumping Station, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 49 Explanation: As part of the Sewer Master Plan, several sewage pumping stations were evaluated to determine their physical condition, capacity and potential for handling future sewage flows. The Sewer Master Plan identified seven of the ten Town sewage pumping stations as needing work. The Great Plain Avenue Sewage Pumping Station design is currently being completed and construction is proposed for the summer of 2005. Some building repairs, façade work and landscaping is proposed with the bulk of the work focusing on the pumping and control systems, electrical systems and wet well work. The next station to be addressed is the Reservoir Street "B" station.

MOVED: That the Town will vote to raise and/or transfer and appropriate the sum of $984,550 for renovation and reconstruction of the Great Plain Avenue Sewer Pumping Station, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

Mr. James G. Healy, Selectman, recommended adoption of this proposal. He stated that the renovation and reconstruction of the Great Plain Avenue sewer pump station is part of the overall sewer master plan. This proposal is the construction phase of this project with the design phase previously adopted.

Mr. Mark P. Fachetti, Co-Vice Chairman, recommended adoption of this proposal on behalf of the Finance Committee. He noted that this proposal is a continuation of projects outlined in the sewer master plan and falls within the town's debt guidelines.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 50: APPROPRIATE FOR WATER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $70,000 for water system rehabilitation design, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

Article 50 Explanation: The annual Water System Rehabilitation Program draws from the recommendations of the Water System Master Plan. This master plan recommends that pipes 85 years or older be considered for replacement or relining. This list of older pipes is evaluated and prioritized, and then cross-referenced with work proposed for other utilities, road repairs, or reconstruction. In FY05, portions of Warren Street and Garden Street were identified for design funding. During supplemental investigation, it was discovered that a portion of Warren Street not identified previously was in greater need of replacement. Therefore, the FY05 design funding was dedicated to the full Warren Street replacement design. For FY06, Garden Street will be addressed along with Kimball Street and High Street.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $70,000 for water system rehabilitation design, to be spent under the direction of the Town Manager and raised from water receipts.

Mr. James G. Healy, Selectman, reviewed this proposal on behalf of the Board of Selectmen. He advised that this article seek funding for the water system rehabilitation design. FY 2005 design funding was to include portions of Warren and Garden Streets, but an additional portion of Warren Street was in greater need of replacement. FY2006 design funding will address Garden, Kimball and High Streets.

Mr. John W. Filoon, Co-Vice Chairman, advised that the Finance Committee recommends adoption of this article.

In response to an inquiry from Mr. Steven Rosenstock, Mr. Healy advised that retained earnings is not being used for this project and the new rate schedule in April and a second revised rate schedule effective July 1, 2005 should build up retained earnings.

In response to an inquiry from Mr. John P. Connelly, Mr. Healy explained that designs are different and cannot be shifted from one project to another.

After a brief discussion, a motion to move the previous question was offered by Mrs. Sandra Balzer Tobin. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote

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ARTICLE 51 was previously adopted by unanimous vote.

ARTICLE 52 was previously adopted by unanimous vote.

ARTICLE 53: APPROPRIATE FOR WATER SYSTEM IMPROVEMENTS DESIGN

To see if the Town will vote to raise and/or transfer and appropriate the sum of $50,000 for water system improvements design, to be spent under the direction of the Town Manager and raised from water receipts; or take any other action relative thereto.

Article 53 Explanation: In FY05, funding was approved to study alternatives for relocating or removing the water mains that are located beneath Route 128. Route 128 is proposed to be reconstructed and an additional lane in each direction will be included. Significant improvements, including a new interchange at Kendrick Street and the replacement of all overpass bridges, are anticipated. Three of the four water mains servicing the east side of the interstate are under Route 128 and one is across the Kendrick Street Bridge. These are being studied to determine the most feasible way to ensure both the reliability of those mains as well as future access for maintenance and repair purposes. The recommended solution will need to be engineered and designed in time to accomplish the recommended work prior to the start of or in conjunction with the start of the Route 128 project. As of this writing, design proposals have been submitted by consultants to the Massachusetts Highway Department. The selected designer will begin work in early 2005.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $50,000 for water system improvements design, to be spent under the direction of the Town Manager and raised from water receipts.

Mr. John H. Cogswell, Selectmen, recommended adoption of this proposal on behalf of the Board of Selectmen. He indicated that this article is a partner to the sewer design approved last year. Reconstruction of Route 128 is scheduled and an additional lane in each direction will be included. Three of the four water mains servicing the east side of the interstate are under Route 128 and one is across the Kendrick Street Bridge. These are being studied to determine the most feasible way to ensure the most feasible way to ensure both the reliability of those mains as well as future access.

Mrs. Jane A. Howard, member, addressed this proposal on behalf of the Finance Committee. She explained that this funding is to study alternatives for relocating or removing the water mains under Route 128. The Finance Committee believes we should move forward so that we don't hold up the Route 128 Add-A-Lane.

In response to an inquiry from Mr. Michael J. Greis, Mr. Cogswell noted that the project is to go up to Route 9 and all utility work must be completed before Spring 2007.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 54: APPROPRIATE FOR WATER SYSTEM REHABILITATION

To see if the Town will vote to raise and/or transfer and appropriate the sum of $913,500 for water system rehabilitation, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7; or take any other action relative thereto.

Article 54 Explanation: In FY05, funding was approved for the design of the replacement of a portion of the water system in Garden Street and a portion of Warren Street. The Warren Street portion of the project was originally limited to the replacement of 2,500 feet of water main between Kingsbury Street and Dedham

Avenue. During subsequent investigation, it was determined that another portion of Warren Street was older than originally identified and was in poor condition. Therefore, the additional portion of Warren Street was substituted in place of Garden Street. This funding will be used entirely on Warren Street.

MOVED: That the Town vote to raise and/or transfer and appropriate the sum of $913,500 for water system rehabilitation, to be spent under the direction of the Town Manager and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under M.G.L. Chapter 44 Section 7.

Mr. John H. Cogswell, Selectmen, addressed this proposal on behalf of the Board of Selectmen. He explained that funding was approved for the design of the replacement of a portion of the water system in Garden Street and a portion of Warren Street. It was discovered that another portion of Warren Street was in poor condition and was substituted in place of Garden Street. This funding will be used entirely on Warren Street.

Mrs. Jane A. Howard, member, advised that the Finance Committee supports this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 55: AMEND GENERAL BY-LAW/FORM OF GOVERNMENT

To see if the Town will vote to amend the General By-laws of the Town of Needham by:

1. By deleting Section 1.8 of the December 2004 Compilation and renumbering following sections accordingly.

2. By deleting Section 1.12 of the December 2004 Compilation and inserting in place thereof the following:

SECTION 1.11 FINANCE COMMITTEE

1.11.1 There shall be a Finance Committee consisting of nine registered voters, none of whom shall be Town officers, agents or employees (other than Town Meeting Members). The Moderator shall annually appoint three members to serve for three years. Said committee shall choose its own chairman and secretary. Vacancies on said committee may be filled at any time by the Moderator.

1.11.2 The Committee shall have access to all facts, figures, records and other information relating to all Town departments, boards, committees or officers; and such requests for information shall be transmitted to the Town Manager or his or her designee. The Town Manager or his or her designee(s) shall be available to answer questions and provide additional information that the Finance Committee may require in order for the Finance Committee to develop its budget recommendation for Town Meeting. The Town Manager shall report to the Finance Committee whenever the expenditures of any department are exceeding or are likely to exceed its appropriations.

1.11.3 The Finance Committee shall consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon its recommendations as to each article that it finds to have a financial implication. The Committee shall report in print or otherwise to all Town Meetings. For the information of voters, the report of the Finance Committee to the Annual Town Meeting shall be printed, together with the motion substantially in the form to be proposed in connection with each article, in the warrant of said meeting. The Finance Committee's recommendation on the operating budget shall be considered the main motion to be acted on by Town Meeting. In its motion, or motions, the Finance Committee shall divide the proposed appropriation for each department into a sufficient number of items to separate the major classifications of expenditures. The Finance Committee shall transmit its budget for publication by the third Thursday in February.

3. By inserting a new section 1.12 and renumbering following sections accordingly:

SECTION 1.12 PERSONNEL BOARD

1.12.1 The Town Moderator shall appoint the Personnel Board, consisting of five (5) persons for three (3) year overlapping terms. At least two members of the Personnel Board shall be qualified by reason of their experience as human resources executives. Any registered voter of the Town may be appointed to the Personnel Board, provided however, that no Town employee or Town elected official (other than a Town Meeting Member) shall be appointed.

1.12.2 The Personnel Board may retain such clerical and other assistance, and make such expenditures, as it deems necessary to the performance of its duties.

1.12.3 The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. The Personnel Board shall report to the Board of Selectmen and/or Town Meeting as it deems appropriate as to the status of human resource administration in the Town.

1.12.4 If an Article is inserted in the warrant for an Annual or Special Town Meeting with respect to the human resource system of the Town, a copy of such article shall be furnished to the Personnel Board by the Town Manager. The Personnel Board shall report its recommendation to Town Meeting with respect to such article.

1.12.5 The Personnel Board will consult with the Town Manager, the Board of Selectmen and the Finance Committee on a motion to propose appropriations to fund the cost items of collective bargaining agreements. The Personnel Board shall review such agreements and report its recommendations to Town Meeting. The Town Manager shall keep the Personnel Board informed as to the status of collective bargaining and the Personnel Board shall make recommendations to the Town Manager and Board of Selectmen, as it deems appropriate.

1.12.6 At the request of the Personnel Board, the Town Manager shall provide access to all facts, figures, records and other information pertaining to Town departments and positions to the extent that the release of such records is not inconsistent with privacy and confidentiality laws.

1.12.7 The Town Manager shall provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions.

4.

(a) By deleting section 1.13.1 and 1.13.2 of the December 2004 Compilation and renumbering accordingly; and

(b) By deleting the first sentence of Section 1.13.3 of the December 2004 Compilation and inserting in place thereof the following: "When a collective bargaining agreement has been signed by the Town Manager and approved by the Board of Selectmen with any organization of Town employees under Chapter 150E, the Town Manager shall provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request."; and

(c) By deleting in section 1.13.4 of the December 2004 Compilation the words "under Sub-section 1.13.3 above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion" ; and

(d) By deleting in 1.13.5 of the December 2004 Compilation the word "employer" and inserting in place thereof the words "Board of Selectmen"; and

(e) By deleting section 1.13.6 of the December 2004 Compilation .

5. By inserting at the end of the first paragraph of Section 2.1.3 of the December 2004 Compilation the following: "No contract entered into by the Town shall be effective until it shall have been approved as to form by the Town Counsel. The Town Manager will notify the Board of Selectmen in writing when approving a contract in excess of $1,000,000."

6. By deleting in the first and second sentence of the second paragraph of Section 2.1.3 of the December 2004 Compilation the words "and all of its departments are" and inserting in place thereof the word "is".

7. By renaming Section 2.2 "Administration," and by deleting Section 2.2.1 of the December 2004 compilation and renumbering following sections accordingly.

8. By inserting a new Section 2.2.1 as follows and renumbering accordingly:

2.2.1 Operating Budget The Town Manager shall issue budget guidelines and instructions for departments to submit their spending requests for the ensuing fiscal year. The Town Manager, after consultation with the Board of Selectmen, shall, not later than the third Tuesday in December, present a proposed budget for the ensuing fiscal year, including the submitted budget of the School Department, to the Board of Selectmen and the Finance Committee. Said proposed budget shall include the estimates of Town revenues and proposed expenditures of all Town departments, including debt service and other amounts required to be raised for the ensuing fiscal year. The Town Manager may amend or otherwise revise revenue estimates as may be warranted. All such revisions shall be provided to the Board of Selectmen and the Finance Committee in writing.

10. By inserting a new Section 2.2.2 as follows and renumbering accordingly:

2.2.2 Capital Improvement Budget

2.2.2.1 All boards, departments, committees, commissions and officers of the town shall annually, at the request of the Town Manager, submit to him or her in writing a detailed estimate of the capital expenditures required for the efficient and proper conduct of their respective departments and offices for the ensuing fiscal year and the four year period following thereafter. The Town Manager after consultation with the Board of Selectmen, shall submit in writing to the Board of Selectmen a careful, detailed estimate of the recommended capital expenditures for the aforesaid periods showing specifically the amount necessary to be provided for each office, department and activity and a statement of the amounts required to meet the debt service requirements or other indebtedness of the Town. The Selectmen shall transmit a copy of the capital budget to the Finance Committee along with the Board of Selectmen's recommendations relative thereto. The Selectmen shall transmit the capital budget to the Finance Committee no later than the first Tuesday after the first Monday in January.

2.2.2.2 A capital expenditure is defined as the acquisition construction, renovation, betterment or improvement involving land, public buildings and facilities; water and sewer system laterals, mains, and appurtenances; and equipment or vehicles provided the cost is $25,000 or more and the improvement will have a useful life of five years or more; or any planning, feasibility engineering or design study in preparation for such capital expenditures.

2.2.2.3 The Capital Improvement Plan shall include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates methods of financing, and recommended time schedule; and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year and the ensuing four years of the plan are included for planning purposes.

11. By deleting in the first sentence of section 2.2.2 of the December 2004 Compilation the words "act as Town agents and have authority as agents and officers of the Town to" and "and employ" and by inserting at the end of the section the following: "Town Counsel shall have the authority to engage the services of attorneys to assist in carrying out the duties of the office."

12. By deleting Section 2.2.4.1 of the December 2004 Compilation and renumbering accordingly.

13. By deleting in subsection (a) of Section 2.2.4.2.2 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

14. By deleting in subsections (c), (e), (f) and (g) of Section 2.2.4.2.2 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Director of Public Works."

15. By deleting Section 2.2.4.2.4 of the December 2004 Compilation and renumbering accordingly.

16. By inserting at the end of the second paragraph of section 2.2.4.2.5 of the December 2004 Compilation the words "each day being a separate offense."

17. By deleting in Section 2.2.4.2.7 of the December 2004 Compilation the words "to the Selectmen" after the words "the Town Engineer shall certify."

By deleting in Section 2.2.4.3.2 of the December 2004 Compilation the words "office of the Sewer Department under the care and the custody of the Sewer Commission" and inserting in place thereof the words "Department of Public Works" and by deleting section 2.2.4.3.3 of the December 2004 Compilation and renumbering accordingly.

19. (a) By deleting the title of section 2.2.5 "Data Processing" and inserting in place thereof the title "Information Technology."; and

(b) By deleting in the first sentence of section 2.2.5.1 of the December 2004 Compilation the words a "Data Processing" and inserting in place thereof the words "an Information Technology" and by deleting in the second sentence the words "Data Processing Center under the control of the Selectmen or their designee" and inserting in place thereof the words "Information Technology Center."; and

(c) By deleting in the first sentence of section 2.2.5.2 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and by deleting in the second sentence the words "Board of Selectmen, through the" and "or their designee."; and

(d) By deleting in subsection (c) of section 2.2.5.3 of the December 2004 compilation the words "the ex-officio members of the Board shall be appointed by the Board of Selectmen to one year terms" and by deleting in subsection (i) of sub section (c) of section 2.2.5.3 of the December 2004 Compilation the words "the Town's Director of Finance" and inserting in place thereof the words "The Town Manager or his or her designee."

(e) By deleting in subsection (2) of Subsection (d) section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen in its" and inserting in place thereof the words "Town Manager in the" and by deleting in subsection (4) of Subsection (d) of Section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Town Manager"; and

(f) By deleting in subsection (e) of section 2.2.5.3 of the December 2004 Compilation the words "one of the ex officio members" and inserting in place thereof the words "a member"; and

(g) By deleting in the title of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting subsection (a) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following: "(a) The Town Manager may appoint a Director of Management Information Systems who shall supervise the daily operation of the Information Technology Center."

(h) By deleting subsection (b) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following "(b) It shall be the responsibility of the Information Technology Center, through the Director of Finance and the Director of Management Information Systems, to provide data processing services for all Town offices and departments to the extent possible and practical. The Information Technology Center will attempt to accommodate all requests from all departments whenever economically feasible and within the limits of the equipment capability and capacity of the Town's resources."

(i) By deleting subsection (c) of section 2.2.5.4 of the December 2004 Compilation and renumbering accordingly.

(j) By deleting in subsection (d) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology."

(k) By deleting in subsection (e) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting the words "Manager of Operations" and inserting in place thereof the words "Director of Management Information Systems."

(l) By deleting in subsection (a) of Section 2.2.5.5 of the December 2004 Compilation the word "is" after the word "Center" and insert in place thereof the word "are."

19. By deleting in Section 2.2.6 of the December 2004 Compilation the word "may" and inserting in place thereof the word "shall" and by deleting the words "provided an appropriation is made therefor."

20. By deleting section 2.3 of the December 2004 Compilation and renumbering accordingly.

21. By deleting in the fourth and fifth lines of Section 2.4.1 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

22.

(a) By inserting a new Section 2.6 Public Facilities and transferring the entire section 2.7.2 of the December 2004 Compilation (Permanent Public Building Committee, sections 2.7.2 through 2.7.2.16) as part of this section, and renumbering accordingly.

(b) By deleting sections 2.7.2, 2.7.2.1, 2.7.2.2 of the December 2004 Compilation and renumbering accordingly, and inserting in place thereof the following:

SECTION 2.6 PUBLIC FACILITIES

2.61 Public Facilities Department There is hereby established a Department of Public Facilities under the authority of the Town Manager, which shall be responsible for the care, maintenance, and repair services for each building owned by the Town (including all functions previously under the jurisdiction of the Municipal Building Maintenance Board.) The Department shall also be responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town, except for projects deemed to be under the jurisdiction of the Permanent Public Building Committee as provided by below, for which the Public Facilities Department will provide support.

2.6.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.6.2.1 The Committee shall consist of the Town Manager or his or her designee and six additional members appointed by majority

vote of an appointing authority. The appointing authority shall consist of the Moderator, the Chairman of the School Committee, the chairman of the Board of Selectmen, the Chairman of the Board of Library Trustees, and the Chairman of the Park and Recreation Commission.

2.6.2.2 Each of the members appointed by the Appointing Authority shall be a registered voter of the Town of Needham. No member appointed by the Appointing Authority shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except Town Meeting.

2.6.2.3 The members appointed by the Appointing Authority shall include a commercial general contractor, an architect, an engineer, and an attorney at law, if qualified individuals with the necessary expertise are available for appointment; otherwise the Appointing Authority shall have the discretion to appoint an individual meeting the qualifications set forth in 2.6.2.2 with construction, engineering, or accounting experience.

2.6.2.4 The Town Manager, if a member, shall serve ex officio. A member serving as the designee of the Town Manager shall serve at the discretion of the Town Manager. Members appointed by the Appointing Authority shall serve for terms of three years.

2.6.2.5 The Appointing Authority shall, following the effective date of this section, appoint members of the Committee as follows: Two members for one year, two members for two years and two members for three years. Upon the expiration of a term, future appointments shall be for terms of three years, except that if a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired portion of that term. Expiring terms shall end on December 31 of each year. A member may hold his or her seat after his or her term expires until a successor is qualified.

(c) By deleting in subsection (m) of section 2.7.2.3 of the December 2004 Compilation the words "The project manager shall report to the Committee."; and deleting in section 2.7.2.4 of the December 2004 Compilation the sum "$100,000" and inserting in place thereof the sum "$500,000" and deleting in section 2.7.2.4 of the December 2004 Compilation the words "The Committee shall serve as the Awarding Authority for all projects under its jurisdiction" and the words "to a User Agency."

(d) By inserting in section 2.7.2.7 of the December 2004 Compilation after the words "the Committee shall" the words ", subject to appropriation," and deleting after the words "construction of projects" the words "and subject to appropriation,".

(e) By deleting in section 2.7.2.9 of the December 2004 Compilation after the words "Prior to the commencement of a feasibility study, the feasibility study funding shall be" the words "reviewed and approved by the Town's capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(f) By deleting in section 2.7.2.10 of the December 2004 Compilation after the words "the final design scope of work and its funding shall be" the words "reviewed and approved by the capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(g) By deleting in subsection (1) of section 2.7.2.15 of the December 2004 Compilation the words "Town's Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department" and deleting the words "said Board" and inserting in place thereof the word "Department" and deleting in subsection (2) of section 2.7.2.15 of the December 2004 Compilation the words "Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department."

23. By deleting in Section 2.7.3 of the December 2004 Compilation the words "oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to"

24. By deleting in Section 2.8.1 of the December 2004 Compilation the word Librarian and inserting in place thereof the words "Director of the Public Library" and deleting in section 2.8.2 of the December 2004 Compilation the words "Town Librarian" and inserting in place thereof the words "Director of the Public Library."

25. By deleting Section 2.12 of the December 2004 Compilation and renumbering accordingly.

26. By deleting Section *3.1.6 of the December 2004 Compilation.

27. By deleting Section *3.1.11 of the December 2004 Compilation.

28. By deleting Section 3.2.2 of the December 2004 Compilation and renumbering following sections accordingly.

29. By deleting Article 8 of the December 2004 Compilation in its entirety and renumbering the following sections accordingly.

Article 55 Explanation: At the 2004 Annual Town Meeting, The Board of Selectmen recommended a proposal to restructure the Town government. The main features of the restructuring proposal included: replacing the position of Town Administrator with that of a Town Manager with greater appointing and supervisory authority; assigning responsibility to the Town Manager for initial preparation of a recommended town-wide budget each year; and regrouping the functions of the Permanent Public Building Committee and the Municipal Building Maintenance Board. The creation of the Town Manager position was achieved after approval of Town Meeting, the voters, the State legislature and the Governor. The remaining two features of the proposal will be achieved by way of a revision to the General By-Law.

MOVED: That the Town vote to amend the General By-laws of the Town of Needham by:

1. By deleting Section 1.8 of the December 2004 Compilation and renumbering following sections accordingly.

2. By deleting Section 1.12 of the December 2004 Compilation and inserting in place thereof the following:

SECTION 1.11 FINANCE COMMITTEE

1.11.1 There shall be a Finance Committee consisting of nine registered voters, none of whom shall be Town officers, agents or employees (other than Town Meeting Members). The Moderator

shall annually appoint three members to serve for three years. Said committee shall choose its own chairman and secretary. Vacancies on said committee may be filled at any time by the Moderator.

1.11.2 The Committee shall have access to all facts, figures, records and other information relating to all Town departments, boards, committees or officers; and such requests for information shall be transmitted to the Town Manager or his or her designee. The Town Manager or his or her designee(s) shall be available to answer questions and provide additional information that the Finance Committee may require in order for the Finance Committee to develop its budget recommendation for Town Meeting. The Town Manager shall report to the Finance Committee whenever the expenditures of any department are exceeding or are likely to exceed its appropriations.

1.11.3 The Finance Committee shall consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon its recommendations as to each article that it finds to have a financial implication. The Committee shall report in print or otherwise to all Town Meetings. For the information of voters, the report of the Finance Committee to the Annual Town Meeting shall be printed, together with the motion substantially in the form to be proposed in connection with each article, in the warrant of said meeting. The Finance Committee's recommendation on the operating budget shall be considered the main motion to be acted on by Town Meeting. In its motion, or motions, the Finance Committee shall divide the proposed appropriation for each department into a sufficient number of items to separate the major classifications of expenditures. The Finance Committee shall transmit its budget for publication by the third Thursday in February.

3. By inserting a new section 1.12 and renumbering following sections accordingly:

SECTION 1.12 PERSONNEL BOARD

1.12.1 The Town Moderator shall appoint the Personnel Board, consisting of five (5) persons for three (3) year overlapping terms. At least two members of the Personnel Board shall be qualified by reason of their experience as human resources executives. Any registered voter of the Town may be appointed to the Personnel Board, provided however, that no Town employee or Town elected official (other than a Town Meeting Member) shall be appointed.

1.12.2 The Personnel Board may retain such clerical and other assistance, and make such expenditures, as it deems necessary to the performance of its duties.

1.12.3 The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. The Personnel Board shall report to the Board of Selectmen and/or Town Meeting as it deems appropriate as to the status of human resource administration in the Town.

1.12.4 If an Article is inserted in the warrant for an Annual or Special Town Meeting with respect to the human resource system of the Town, a copy of such article shall be furnished to the Personnel Board by the Town Manager. The Personnel Board shall report its recommendation to Town Meeting with respect to such article.

1.12.5 The Personnel Board will consult with the Town Manager, the Board of Selectmen and the Finance Committee on a motion to propose appropriations to fund the cost items of collective bargaining agreements. The Personnel Board shall review such agreements and report its recommendations to Town Meeting. The Town Manager shall keep the Personnel Board informed as to the status of collective bargaining and the Personnel Board shall make recommendations to the Town Manager and Board of Selectmen, as it deems appropriate.

1.12.6 At the request of the Personnel Board, the Town Manager shall provide access to all facts, figures, records and other information pertaining to Town departments and positions to the extent that the release of such records is not inconsistent with privacy and confidentiality laws.

1.12.7 The Town Manager shall provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions.

4.

(a) By deleting section 1.13.1 and 1.13.2 of the December 2004 Compilation and renumbering accordingly; and

(b) By deleting the first sentence of Section 1.13.3 of the December 2004 Compilation and inserting in place thereof the following: "When a collective bargaining agreement has been signed by the Town Manager and approved by the Board of Selectmen with any organization of Town employees under Chapter 150E, the Town Manager shall provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request."; and

(c) By deleting in section 1.13.4 of the December 2004 Compilation the words "under Sub-section 1.13.3 above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion" ; and

(d) By deleting in 1.13.5 of the December 2004 Compilation the word "employer" and inserting in place thereof the words "Board of Selectmen"; and

(e) By deleting section 1.13.6 of the December 2004 Compilation .

5. By inserting at the end of the first paragraph of Section 2.1.3 of the December 2004 Compilation the following: "No contract entered into by the Town shall be effective until it shall have been approved as to form by the Town Counsel. The Town Manager will notify the Board of Selectmen in writing when approving a contract in excess of $1,000,000."

6. By deleting in the first and second sentence of the second paragraph of Section 2.1.3 of the December 2004 Compilation the words "and all of its departments are" and inserting in place thereof the word "is".

7. By renaming Section 2.2 "Administration," and by deleting Section 2.2.1 of the December 2004 compilation and renumbering following sections accordingly.

8. By inserting a new Section 2.2.1 as follows and renumbering accordingly:

2.2.1 Operating Budget The Town Manager shall issue budget guidelines and instructions for departments to submit their spending requests for the ensuing fiscal year. The Town Manager, after consultation with the Board of Selectmen, shall, not later than the third Tuesday in December, present a proposed budget for the ensuing fiscal year, including the submitted budget of the School Department, to the Board of Selectmen and the Finance Committee. Said proposed budget shall include the estimates of Town revenues and proposed expenditures of all Town departments, including debt service and other amounts required to be raised for the ensuing fiscal year. The Town Manager may amend or otherwise revise revenue estimates as may be warranted. All such revisions shall be provided to the Board of Selectmen and the Finance Committee in writing.

10. By inserting a new Section 2.2.2 as follows and renumbering accordingly:

2.2.2 Capital Improvement Budget

2.2.2.1 All boards, departments, committees, commissions and officers of the town shall annually, at the request of the Town Manager, submit to him or her in writing a detailed estimate of the capital expenditures required for the efficient and proper conduct of their respective departments and offices for the ensuing fiscal year and the four year period following thereafter. The Town Manager, after consultation with the Board of Selectmen, shall submit in writing to the Board of Selectmen a careful, detailed estimate of the recommended capital expenditures for the aforesaid periods, showing specifically the amount necessary to be provided for each office, department and activity and a statement of the amounts required to meet the debt service requirements or other indebtedness of the Town. The Selectmen shall transmit a copy of the capital budget to the Finance Committee along with the Board of Selectmen's recommendations relative thereto. The Selectmen shall transmit the capital budget to the Finance Committee no later than the first Tuesday after the first Monday in January.

2.2.2.2 A capital expenditure is defined as the acquisition, construction, renovation, betterment or improvement involving land, public buildings and facilities; water and sewer system laterals, mains, and appurtenances; and equipment or vehicles; provided the cost is $25,000 or more and the improvement will have a useful life of five years or more; or any planning, feasibility, engineering or design study in preparation for such capital expenditures.

2.2.2.3 The Capital Improvement Plan shall include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates, methods of financing, and recommended time schedule; and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year and the ensuing four years of the plan are included for planning purposes.

11. By deleting in the first sentence of section 2.2.2 of the December 2004 Compilation the words "act as Town agents and have authority as agents and officers of the Town to" and "and employ" and by inserting at the end of the section the following: "Town Counsel shall have the authority to engage the services of attorneys to assist in carrying out the duties of the office."

12. By deleting Section 2.2.4.1 of the December 2004 Compilation and renumbering accordingly.

13. By deleting in subsection (a) of Section 2.2.4.2.2 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

14. By deleting in subsections (c), (e), (f) and (g) of Section 2.2.4.2.2 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Director of Public Works."

15. By deleting Section 2.2.4.2.4 of the December 2004 Compilation and renumbering accordingly.

16. By inserting at the end of the second paragraph of section 2.2.4.2.5 of the December 2004 Compilation the words "each day being a separate offense."

17. By deleting in Section 2.2.4.2.7 of the December 2004 Compilation the words "to the Selectmen" after the words "the Town Engineer shall certify."

18. By deleting in Section 2.2.4.3.2 of the December 2004 Compilation the words "office of the Sewer Department under the care and the custody of the Sewer Commission" and inserting in place thereof the words "Department of Public Works" and by deleting section 2.2.4.3.3 of the December 2004 Compilation and renumbering accordingly.

19. (a) By deleting the title of section 2.2.5 "Data Processing" and inserting in place thereof the title "Information Technology."; and

(b) By deleting in the first sentence of section 2.2.5.1 of the December 2004 Compilation the words a "Data Processing" and inserting in place thereof the words "an Information Technology" and by deleting in the second sentence the words "Data Processing Center under the control of the Selectmen or their designee" and inserting in place thereof the words "Information Technology Center."; and

(c) By deleting in the first sentence of section 2.2.5.2 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and by deleting in the second sentence the words "Board of Selectmen, through the" and "or their designee."; and

(d) By deleting in subsection (c) of section 2.2.5.3 of the December 2004 compilation the words "the ex-officio members of the Board shall be appointed by the Board of Selectmen to one year terms" and by deleting in subsection (i) of sub section (c) of section 2.2.5.3 of the December 2004 Compilation the words "the Town's Director of Finance" and inserting in place thereof the words "The Town Manager or his or her designee."

(e) By deleting in subsection (2) of Subsection (d) section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen in its" and inserting in place thereof the words "Town Manager in the" and by deleting in subsection (4) of Subsection (d) of Section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Town Manager"; and

(f) By deleting in subsection (e) of section 2.2.5.3 of the December 2004 Compilation the words "one of the ex officio members" and inserting in place thereof the words "a member"; and

(g) By deleting in the title of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting subsection (a) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following: "(a) The Town Manager may appoint a Director of Management Information Systems who shall supervise the daily operation of the Information Technology Center."

(h) By deleting subsection (b) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following "(b) It shall be the responsibility of the Information Technology Center, through the Director of Finance and the Director of Management Information Systems, to provide data processing services for all Town offices and departments to the extent possible and practical. The Information Technology Center will attempt to accommodate all requests from all departments whenever economically feasible and within the limits of the equipment capability and capacity of the Town's resources."

(i) By deleting subsection (c) of section 2.2.5.4 of the December 2004 Compilation and renumbering accordingly.

(j) By deleting in subsection (d) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology."

(k) By deleting in subsection (e) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting the words "Manager of Operations" and inserting in place thereof the words "Director of Management Information Systems."

(l) By deleting in subsection (a) of Section 2.2.5.5 of the December 2004 Compilation the word "is" after the word "Center" and insert in place thereof the word "are."

19. By deleting in Section 2.2.6 of the December 2004 Compilation the word "may" and inserting in place thereof the word "shall" and by deleting the words "provided an appropriation is made therefor."

20. By deleting section 2.3 of the December 2004 Compilation and renumbering accordingly.

21. By deleting in the fourth and fifth lines of Section 2.4.1 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

22.

(a) By inserting a new Section 2.6 Public Facilities and transferring the entire section 2.7.2 of the December 2004 Compilation (Permanent Public Building Committee, sections 2.7.2 through 2.7.2.16) as part of this section, and renumbering accordingly.

(b) By deleting sections 2.7.2, 2.7.2.1, 2.7.2.2 of the December 2004 Compilation and renumbering accordingly, and inserting in place thereof the following:

SECTION 2.6 PUBLIC FACILITIES

2.61 Public Facilities Department There is hereby established a Department of Public Facilities under the authority of the Town Manager, which shall be responsible for the care, maintenance, and repair services for each building owned by the Town (including all functions previously under the jurisdiction of the Municipal Building Maintenance Board.) The Department shall also be responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town, except for projects deemed to be under the jurisdiction of the Permanent Public Building Committee as provided by below, for which the Public Facilities Department will provide support.

2.6.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.6.2.1 The Committee shall consist of the Town Manager or his or her designee and six additional members appointed by majority vote of an appointing authority. The appointing authority shall consist of the Moderator, the Chairman of the School Committee, the chairman of the Board of Selectmen, the Chairman of the Board of Library Trustees, and the Chairman of the Park and Recreation Commission.

2.6.2.2 Each of the members appointed by the Appointing Authority shall be a registered voter of the Town of Needham. No member appointed by the Appointing Authority shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except Town Meeting.

2.6.2.3 The members appointed by the Appointing Authority shall include a commercial general contractor, an architect, an engineer, and an attorney at law, if qualified individuals with the necessary expertise are available for appointment; otherwise the Appointing Authority shall have the discretion to appoint an individual meeting the qualifications set forth in 2.6.2.2 with construction, engineering, or accounting experience.

2.6.2.4 The Town Manager, if a member, shall serve ex officio. A member serving as the designee of the Town Manager shall serve at the discretion of the Town Manager. Members appointed by the Appointing Authority shall serve for terms of three years.

2.6.2.5 The Appointing Authority shall, following the effective date of this section, appoint members of the Committee as follows: Two members for one year, two members for two years and two members for three years. Upon the expiration of a term, future appointments shall be for terms of three years, except that if a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired portion of that term. Expiring terms shall end on December 31 of each year. A member may hold his or her seat after his or her term expires until a successor is qualified.

(c) By deleting in subsection (m) of section 2.7.2.3 of the December 2004 Compilation the words "The project manager shall report to the Committee."; and deleting in section 2.7.2.4 of the December 2004 Compilation the sum "$100,000" and inserting in place thereof the sum "$500,000" and deleting in section 2.7.2.4 of the December 2004 Compilation the words "The Committee shall serve as the Awarding Authority for all projects under its jurisdiction" and the words "to a User Agency."

(d) By inserting in section 2.7.2.7 of the December 2004 Compilation after the words "the Committee shall" the words ",

subject to appropriation," and deleting after the words "construction of projects" the words "and subject to appropriation,".

(e) By deleting in section 2.7.2.9 of the December 2004 Compilation after the words "Prior to the commencement of a feasibility study, the feasibility study funding shall be" the words "reviewed and approved by the Town's capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(f) By deleting in section 2.7.2.10 of the December 2004 Compilation after the words "the final design scope of work and its funding shall be" the words "reviewed and approved by the capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(g) By deleting in subsection (1) of section 2.7.2.15 of the December 2004 Compilation the words "Town's Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department" and deleting the words "said Board" and inserting in place thereof the word "Department" and deleting in subsection (2) of section 2.7.2.15 of the December 2004 Compilation the words "Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department."

23. By deleting in Section 2.7.3 of the December 2004 Compilation the words "oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to"

24. By deleting in Section 2.8.1 of the December 2004 Compilation the word Librarian and inserting in place thereof the words "Director of the Public Library" and deleting in section 2.8.2 of the December 2004 Compilation the words "Town Librarian" and inserting in place thereof the words "Director of the Public Library."

25. By deleting Section 2.12 of the December 2004 Compilation and renumbering accordingly.

26. By deleting Section *3.1.6 of the December 2004 Compilation.

27. By deleting Section *3.1.11 of the December 2004 Compilation.

28. By deleting Section 3.2.2 of the December 2004 Compilation and renumbering following sections accordingly.

29. By deleting Article 8 of the December 2004 Compilation in its entirety and renumbering the following sections accordingly.

Mr. Gerald A. Wasserman, Selectman, offered the following motion to amend:

That the Main Motion under Article 55 be amended as follows:

1. By amending item number 2 of the Main Motion (proposed Section 1.11 of the General By-law), by deleting Section 1.11.2 and inserting in place thereof the following:

> **1.11.2** The Committee shall have access to all facts, figures, records and other information relating to all Town departments, boards, committees or officers; and when requested by the Committee, such information shall be furnished immediately by whomever it is requested, including the Town Manager and/or any department, board, committee, officer or employee. If not directly requested of the Town Manager, the Committee shall inform the Town Manager or the School Superintendent and/or their designees of such requests. The Town Manager shall report to the Finance Committee whenever the expenditures of any department are exceeding or are likely to exceed its appropriations.

2. By amending item number 2 of the Main Motion proposed Section 1.11 of the General By-law), by deleting Section 1.11.3 and inserting in place thereof the following:

> **1.11.3** The Finance Committee shall consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon its recommendations as to each article that it finds to have a financial implication. The Committee shall report in print or otherwise to all Town Meetings. For the information of voters, the report of the Finance Committee to the Annual Town Meeting shall be printed, together with the motion substantially in the form to be proposed in connection with each article, in the warrant of said meeting. The Finance Committee's recommendation on the operating budget shall be the Main Motion to be acted on by Town Meeting. In its motion, or motions, the Finance Committee shall divide the proposed appropriation for each department into a sufficient number of items to separate the major classifications of expenditures. The Finance Committee shall transmit to the Town Manager its initial draft proposed budget on or about the 22nd day of February, and its final proposed budget for publication in the Warrant by no later than the 15th day of March.

3. By amending item number 3 of the Main Motion (proposed Section 1.12 of the General By-law), by inserting at the end of section 1.12.3 the sentence: "The Town Manager shall consult with the Personnel Board prior to appointing an assistant town manager/personnel director, or person performing said function regardless of title in accordance with Section 20(d) of the Town Charter", so that the Section reads as follows:

> **1.12.3** The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. The Personnel Board shall report to the Board of Selectmen and/or Town Meeting as it deems appropriate as to the status of human resource administration in the Town. The Town Manager shall consult with the Personnel Board prior to appointing an assistant town manager/personnel director, or person performing said function regardless of title, in accordance with Section 20(d) of the Town Charter.

4. By deleting item number 8 of the Main Motion (proposed Section 2.2.1 of the General By-law), and inserting in place thereof the following:

> **2.2.1 Operating Budget.** The Town Manager shall issue budget guidelines and instructions for all Town departments to submit their spending requests for the ensuing fiscal year. The Town Manager shall consult

with the Finance Committee prior to the issuance of said guidelines and instructions. The Town Manager and/or his/her designee and the Finance Committee shall consult with each other throughout the Budget process. The Town Manager and School Superintendent will provide the Finance Committee with copies of their respective departmental spending requests on or before the 2nd Wednesday of December. Following receipt of these spending requests, the Finance Committee may begin its consideration of same, including the commencement of budget hearings. The Town Manager, after consultation with the Board of Selectmen and School Committee, shall not later than the 31st day of January, present to the Finance Committee a balanced budget recommendation in the form of an executive budget, which shall include the spending priorities of all Town departments for the ensuing fiscal year, including in addition thereto, the voted School Committee budget request if different than that contained in the proposed balanced budget. The Town Manager's executive budget recommendation shall not be binding on the Finance Committee. Said executive budget recommendation shall include the estimates of Town revenues and proposed expenditures of all Town departments, including debt service and other amounts required to be raised for the ensuing fiscal year. The Town Manager may amend or otherwise revise revenue estimates as may be warranted. All such revisions shall be provided in writing to the Board of Selectmen, School Committee and Finance Committee.

5. By amending item number 22(b) of the Main Motion (proposed Section 2.6 of the General By-law), by deleting in Section 2.6 the number "2.61", and inserting in place thereof the number "2.6.1".

6. By amending item number 22(b) of the Main Motion (proposed Section 2.6 of the General By-law), by deleting Section 2.6.2.3 and inserting in place thereof the following:

2.6.2.3 Among the members appointed by the Appointing Authority, there shall be a commercial general contractor, an architect, an engineer, and an attorney, if qualified individuals with the necessary expertise are available for appointment, and two other residents. If a commercial general contractor, architect, engineer, or attorney, as the case may be, is not available for appointment, the Appointing Authority shall have the discretion to appoint instead any individual meeting the qualifications set forth in 2.6.2.2 with construction, engineering, or accounting experience to fill that vacancy.

7. By inserting a new item numbered 30 as follows: "30. By inserting at the end of the first paragraph of Section 2.6.2 of the December 2004 compilation the words "except at the Recycling Transfer Station with an appropriate permit for entry to that facility and in compliance with the rules and regulations adopted by the Board of Selectmen."

Mr. Wasserman explained that the Board of Selectmen, the Finance Committee, and the School Committee have reached agreement on Article 55. Last year we took the first step forward toward a Town Manager form of government. Tonight we are taking the final step. The purpose of this article is to bring the General By-Laws in line with the new form of government. This is the final step in the transition.

Mr. Wasserman stated that there are three main features in the restructuring proposal. The first was the creation of the position of Town Manager in order to centralize the administrative functions of the Town. This was achieved in 2004. The second phase is the assignment to the Town Manager of preparing the initial annual recommended town-wide executive budget. The third phase would place the functions of the Permanent Public Building Committee and the Municipal Building Maintenance Board into the Public Facilities Department. The Board feels that the changes in the General By-Laws relating to the budget create financial accountability and achieve the board's goals. The Board of Selectmen strongly urges support of this article.

Mr. Paul F. Denver, Chairman, addressed this proposal on behalf of the School Committee and recommended adoption. He indicated that the Finance Committee needs the budgets by the end of January. The School Committee owes the public time for public hearings and the Committee wanted the budget forwarded to the Finance Committee even if the Town Manager did not agree with the School budget. Mr. Denver noted that the School Committee has a responsibility to speak to the budget under State law. The Finance Committee will continue to have access to the School budget and will continue to receive the budgets in December as it does now. He also noted that Town Meeting has the final say.

Mr. James G. Healy, Selectman, advised that the Board of Selectmen would have liked to come up with this compromise earlier, but each group must consider our own departments. We are here tonight with a compromise. Mr. Healy stated that he used to be on the Finance Committee and advised that Town Meeting will still receive the fine reports of the Finance Committee. He then moved to the other side – the Board of Selectmen. We have reached a good compromise. The Finance Committee will present the budget to Town Meeting and Town Meeting will have the final say. He noted that each of the three groups have received some and given some and he urged Town Meeting not to make any amendments to offset the balance that has been achieved. He thanked all three groups, Kate Fitzpatrick, Town Manager, and Town Meeting member Tom Hannigan. The Board of Selectmen unanimously supports this amendment.

Mr. Stephen A. Jonas, Chairman, addressed this proposal on behalf of the Finance Committee. He also expressed his thanks to the Board of Selectmen and School Committee for their work in getting us to this point. He particularly thanks the Moderator for his efforts, which were indispensable. The Finance Committee came into this debate about a by-law change with one objective in mind. Any change in the manner by which the operating budget was prepared had to preserve our checks and balances and had to preserve the role of Town Meeting through its Finance Committee.

First, we need information from the departments and department managers. This language continues.

Second, we were concerned that the Selectmen's proposal would not have permitted the Finance Committee to begin its work until January 31, much too late for our participation to be meaningful. The proposal before you now provides that we receive department budget request in the second week in December and immediately begin our process, including open budget hearings. This is essentially what we do now and what we proposed in our

own amendment, which we sent to Town Meeting. We support this process.

Third, the Selectmen's proposal provided that the Finance Committee's budget recommendation would not be complete until April 1 – much too late to have any impact on whether an override was sought. This proposal changes that and return us to our current situation, namely that the Finance Committee's draft budget recommendation would be completed at the end of February , in time for the Selectmen to consider the Finance Committee's recommendation in deciding whether to place an override on the ballot. We feel that this is the right way to go and we support this amendment.

Fourth, the Selectmen want to present the Finance Committee with their own statement of spending priorities in the form or an executive budget. This is fine as long as it does not displace the Finance Committee's own budget recommendation to Town Meeting. This proposal resolves that issue both by having the Finance Committee begin work on the budget well before the executive budget is delivered and by stating explicitly that the executive budget is a recommendation and not binding on the Finance Committee. We look forward to seeing the spending priorities of the executive branch. This year that information was particularly helpful to us. But the executive budget should not be used to force the Finance Committee to surrender its independence or abdicate its duty to present an objective and thorough budget recommendation to Town Meeting.

The bottom line is that the Finance Committee is pleased with the proposal before you and we recommend that you adopt it as drafted. The Selectmen have agreed to work with us to address a few remaining matters – like whether the budget guidelines should be issued jointly by both the Town Manager and the Finance Committee and our request for a process to ensure better long term planning on the operating budget side. We are satisfied that these topics will be discussed as a future date.

Our relationship with the Board of Selectmen was strained. In years past, it was often the case that there was vigorous discussion and debate between our two groups, but it has gone beyond that. And that is not good for our Town or any of our Boards. It is particularly troubling for the Finance Committee because we are a group of volunteers. We offer our time and our experience from our professional lives to help our town and our neighbors. The tension that has existed between our group and the Selectmen, as well as the School Committee, is not healthy for anyone. This new proposal is a sound one. It gives us a framework in which to work together. But in the end, it will be successful only if all parties are actually willing to work cooperatively and willing to keep the best interests of the Town of Needham as their only agenda. We hope that the process we have just been through serves as a wake up call to all of us to work toward good government. The Finance Committee recommends adoption of this proposal.

Mr. William M. Powers congratulated all boards and committees on working together on this amendment, but expressed concern that this is a final step. It is a very difficult step and hard for Town Meeting to follow by-law changes. He hoped Town Meeting would all realize that this is a process and urged the Boards to continue to inform Town Meeting how this process is working.

In response to an inquiry from Mr. John D. Genova, Mr. Gerald A. Wasserman, Selectman, advised that under State law the Board of Selectmen is the only board that can call for an override, but this is only done in consultation with other boards and the Finance Committee. Mr. Stephen A. Jonas, Chairman, stated that the Finance Committee typically does not recommend overrides. The Finance Committee recommends a balanced budget to Town Meeting.

Mr. Russell S. Broad, Jr. advised that he is a strong advocate of the Town Manager form of government and it is time to get into the 21st century.

Mrs. Meredith P. Page expressed her appreciation and thanks to the three boards for their hard work on this amendment.

After a brief discussion, a motion to move the previous question was offered by Mr. Ronald W. Ruth. The motion was presented and carried by a two-thirds vote as declared by the Moderator.

ACTION: The main motion, as amended, was presented and carried by majority vote.

VOTED: That the Town vote to amend the General By-laws of the Town of Needham by:

1. By deleting Section 1.8 of the December 2004 Compilation and renumbering following sections accordingly.

2. By deleting Section 1.12 of the December 2004 Compilation and inserting in place thereof the following:

SECTION 1.11 FINANCE COMMITTEE

1.11.1 There shall be a Finance Committee consisting of nine registered voters, none of whom shall be Town officers, agents or employees (other than Town Meeting Members). The Moderator shall annually appoint three members to serve for three years. Said committee shall choose its own chairman and secretary. Vacancies on said committee may be filled at any time by the Moderator.

1.11.2 The Committee shall have access to all facts, figures, records and other information relating to all Town departments, boards, committees or officers; and when requested by the Committee, such information shall be furnished immediately by whomever it is requested, including the Town Manager and/or any department, board, committee, officer or employee. If not directly requested of the Town Manager, the Committee shall inform the Town Manager or the School Superintendent and/or their designees of such requests. The Town Manager shall report to the Finance Committee whenever the expenditures of any department are exceeding or are likely to exceed its appropriations.

1.11.3 The Finance Committee shall consider all matters of business included within the articles of any warrant for a Town Meeting, and shall, after due consideration, report thereon its recommendations as to each article that it finds to have a financial implication. The Committee shall report in print or otherwise to all Town Meetings. For the information of voters, the report of the Finance Committee to the Annual Town Meeting shall be printed, together with the motion substantially in the form to be proposed in connection with each article, in the warrant of said meeting. The Finance Committee's recommendation on the operating budget shall be the Main Motion to be acted on by Town Meeting. In its motion, or motions, the Finance Committee shall divide the proposed appropriation for each department into a sufficient number of items to separate the major classifications of expenditures. The Finance Committee shall transmit to the Town

Manager its initial draft proposed budget on or about the 22nd day of February, and its final proposed budget for publication in the Warrant by no later than the 15th day of March.

3. By inserting a new section 1.12 and renumbering following sections accordingly:

SECTION 1.12 PERSONNEL BOARD

1.12.1 The Town Moderator shall appoint the Personnel Board, consisting of five (5) persons for three (3) year overlapping terms. At least two members of the Personnel Board shall be qualified by reason of their experience as human resources executives. Any registered voter of the Town may be appointed to the Personnel Board, provided however, that no Town employee or Town elected official (other than a Town Meeting Member) shall be appointed.

1.12.2 The Personnel Board may retain such clerical and other assistance, and make such expenditures, as it deems necessary to the performance of its duties.

1.12.3 The Personnel Board shall advise the executive branch on strategic human resources and collective bargaining matters. The Personnel Board shall report to the Board of Selectmen and/or Town Meeting, as it deems appropriate as to the status of human resource administration in the Town. The Town Manager shall consult with the Personnel Board prior to appointing an assistant town manager/personnel director, or person performing said function regardless of title, in accordance with Section 20(d) of the Town Charter.

1.12.4 If an Article is inserted in the warrant for an Annual or Special Town Meeting with respect to the human resource system of the Town, a copy of such article shall be furnished to the Personnel Board by the Town Manager. The Personnel Board shall report its recommendation to Town Meeting with respect to such article.

1.12.5 The Personnel Board will consult with the Town Manager, the Board of Selectmen and the Finance Committee on a motion to propose appropriations to fund the cost items of collective bargaining agreements. The Personnel Board shall review such agreements and report its recommendations to Town Meeting. The Town Manager shall keep the Personnel Board informed as to the status of collective bargaining and the Personnel Board shall make recommendations to the Town Manager and Board of Selectmen, as it deems appropriate.

1.12.6 At the request of the Personnel Board, the Town Manager shall provide access to all facts, figures, records and other information pertaining to Town departments and positions to the extent that the release of such records is not inconsistent with privacy and confidentiality laws.

1.12.7 The Town Manager shall provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions.

4.

(a) By deleting section 1.13.1 and 1.13.2 of the December 2004 Compilation and renumbering accordingly; and

(b) By deleting the first sentence of Section 1.13.3 of the December 2004 Compilation and inserting in place thereof the following: "When a collective bargaining agreement has been signed by the Town Manager and approved by the Board of Selectmen with any organization of Town employees under Chapter 150E, the Town Manager shall provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request."; and

(c) By deleting in section 1.13.4 of the December 2004 Compilation the words "under Sub-section 1.13.3 above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion" ; and

(d) By deleting in 1.13.5 of the December 2004 Compilation the word "employer" and inserting in place thereof the words "Board of Selectmen"; and

(e) By deleting section 1.13.6 of the December 2004 Compilation .

5. By inserting at the end of the first paragraph of Section 2.1.3 of the December 2004 Compilation the following: "No contract entered into by the Town shall be effective until it shall have been approved as to form by the Town Counsel. The Town Manager will notify the Board of Selectmen in writing when approving a contract in excess of $1,000,000."

6. By deleting in the first and second sentence of the second paragraph of Section 2.1.3 of the December 2004 Compilation the words "and all of its departments are" and inserting in place thereof the word "is".

7. By renaming Section 2.2 "Administration," and by deleting Section 2.2.1 of the December 2004 compilation and renumbering following sections accordingly.

8. By inserting a new Section 2.2.1 as follows and renumbering accordingly:

2.2.1 Operating Budget. The Town Manager shall issue budget guidelines and instructions for all Town departments to submit their spending requests for the ensuing fiscal year. The Town Manager shall consult with the Finance Committee prior to the issuance of said guidelines and instructions. The Town Manager and/or his/her designee and the Finance Committee shall consult with each other throughout the Budget process. The Town Manager and School Superintendent will provide the Finance Committee with copies of their respective departmental spending requests on or before the 2nd Wednesday of December. Following receipt of these spending requests, the Finance Committee may begin its consideration of same, including the commencement of budget hearings. The Town Manager, after consultation with the Board of Selectmen and School Committee, shall not later than the 31st day of January, present to the Finance Committee a balanced budget recommendation in the form of an executive budget, which shall include the spending priorities of all Town departments for the ensuing fiscal year, including in addition thereto, the voted School Committee budget request if different than that contained in the proposed balanced budget. The Town Manager's executive budget recommendation shall not be binding on the Finance Committee. Said executive budget recommendation shall include the estimates of Town revenues and proposed expenditures of all Town departments, including debt service and other amounts required to be raised for the ensuing fiscal year. The Town Manager may amend or otherwise revise revenue estimates as may

be warranted. All such revisions shall be provided in writing to the Board of Selectmen, School Committee and Finance Committee.

10. By inserting a new Section 2.2.2 as follows and renumbering accordingly:

2.2.2 Capital Improvement Budget

2.2.2.1 All boards, departments, committees, commissions and officers of the town shall annually, at the request of the Town Manager, submit to him or her in writing a detailed estimate of the capital expenditures required for the efficient and proper conduct of their respective departments and offices for the ensuing fiscal year and the four year period following thereafter. The Town Manager, after consultation with the Board of Selectmen, shall submit in writing to the Board of Selectmen a careful, detailed estimate of the recommended capital expenditures for the aforesaid periods, showing specifically the amount necessary to be provided for each office, department and activity and a statement of the amounts required to meet the debt service requirements or other indebtedness of the Town. The Selectmen shall transmit a copy of the capital budget to the Finance Committee along with the Board of Selectmen's recommendations relative thereto. The Selectmen shall transmit the capital budget to the Finance Committee no later than the first Tuesday after the first Monday in January.

2.2.2.2 A capital expenditure is defined as the acquisition, construction, renovation, betterment or improvement involving land, public buildings and facilities; water and sewer system laterals, mains, and appurtenances; and equipment or vehicles; provided the cost is $25,000 or more and the improvement will have a useful life of five years or more; or any planning, feasibility, engineering or design study in preparation for such capital expenditures.

2.2.2.3 The Capital Improvement Plan shall include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates, methods of financing, and recommended time schedule; and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year and the ensuing four years of the plan are included for planning purposes.

11. By deleting in the first sentence of section 2.2.2 of the December 2004 Compilation the words "act as Town agents and have authority as agents and officers of the Town to" and "and employ" and by inserting at the end of the section the following: "Town Counsel shall have the authority to engage the services of attorneys to assist in carrying out the duties of the office."

12. By deleting Section 2.2.4.1 of the December 2004 Compilation and renumbering accordingly.

13. By deleting in subsection (a) of Section 2.2.4.2.2 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

14. By deleting in subsections (c), (e), (f) and (g) of Section 2.2.4.2.2 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Director of Public Works."

15. By deleting Section 2.2.4.2.4 of the December 2004 Compilation and renumbering accordingly.

16. By inserting at the end of the second paragraph of section 2.2.4.2.5 of the December 2004 Compilation the words "each day being a separate offense."

17. By deleting in Section 2.2.4.2.7 of the December 2004 Compilation the words "to the Selectmen" after the words "the Town Engineer shall certify."

18. By deleting in Section 2.2.4.3.2 of the December 2004 Compilation the words "office of the Sewer Department under the care and the custody of the Sewer Commission" and inserting in place thereof the words "Department of Public Works" and by deleting section 2.2.4.3.3 of the December 2004 Compilation and renumbering accordingly.

19. (a) By deleting the title of section 2.2.5 "Data Processing" and inserting in place thereof the title "Information Technology."; and

(b) By deleting in the first sentence of section 2.2.5.1 of the December 2004 Compilation the words a "Data Processing" and inserting in place thereof the words "an Information Technology" and by deleting in the second sentence the words "Data Processing Center under the control of the Selectmen or their designee" and inserting in place thereof the words "Information Technology Center."; and

(c) By deleting in the first sentence of section 2.2.5.2 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and by deleting in the second sentence the words "Board of Selectmen, through the" and "or their designee."; and

(d) By deleting in subsection (c) of section 2.2.5.3 of the December 2004 compilation the words "the ex-officio members of the Board shall be appointed by the Board of Selectmen to one year terms" and by deleting in subsection (i) of sub section (c) of section 2.2.5.3 of the December 2004 Compilation the words "the Town's Director of Finance" and inserting in place thereof the words "The Town Manager or his or her designee."

(e) By deleting in subsection (2) of Subsection (d) section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen in its" and inserting in place thereof the words "Town Manager in the" and by deleting in subsection (4) of Subsection (d) of Section 2.2.5.3 of the December 2004 Compilation the words "Board of Selectmen" and inserting in place thereof the words "Town Manager"; and

(f) By deleting in subsection (e) of section 2.2.5.3 of the December 2004 Compilation the words "one of the ex officio members" and inserting in place thereof the words "a member"; and

(g) By deleting in the title of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting subsection (a) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following: "(a) The Town

Manager may appoint a Director of Management Information Systems who shall supervise the daily operation of the Information Technology Center."

(h) By deleting subsection (b) of section 2.2.5.4 of the December 2004 Compilation and inserting in place thereof the following "(b) It shall be the responsibility of the Information Technology Center, through the Director of Finance and the Director of Management Information Systems, to provide data processing services for all Town offices and departments to the extent possible and practical. The Information Technology Center will attempt to accommodate all requests from all departments whenever economically feasible and within the limits of the equipment capability and capacity of the Town's resources."

(i) By deleting subsection (c) of section 2.2.5.4 of the December 2004 Compilation and renumbering accordingly.

(j) By deleting in subsection (d) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology."

(k) By deleting in subsection (e) of section 2.2.5.4 of the December 2004 Compilation the words "Data Processing" and inserting in place thereof the words "Information Technology" and deleting the words "Manager of Operations" and inserting in place thereof the words "Director of Management Information Systems."

(l) By deleting in subsection (a) of Section 2.2.5.5 of the December 2004 Compilation the word "is" after the word "Center" and insert in place thereof the word "are."

19. By deleting in Section 2.2.6 of the December 2004 Compilation the word "may" and inserting in place thereof the word "shall" and by deleting the words "provided an appropriation is made therefor."

20. By deleting section 2.3 of the December 2004 Compilation and renumbering accordingly.

21. By deleting in the fourth and fifth lines of Section 2.4.1 of the December 2004 Compilation the word "Selectmen" and inserting in place thereof the words "Director of Public Works."

22.

(a) By inserting a new Section 2.6 Public Facilities and transferring the entire section 2.7.2 of the December 2004 Compilation (Permanent Public Building Committee, sections 2.7.2 through 2.7.2.16) as part of this section, and renumbering accordingly.

(b) By deleting sections 2.7.2, 2.7.2.1, 2.7.2.2 of the December 2004 Compilation and renumbering accordingly, and inserting in place thereof the following:

SECTION 2.6 PUBLIC FACILITIES

2.6.1 Public Facilities Department There is hereby established a Department of Public Facilities under the authority of the Town Manager, which shall be responsible for the care, maintenance, and repair services for each building owned by the Town (including all functions previously under the jurisdiction of the Municipal Building Maintenance Board.) The Department shall also be responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town, except for projects deemed to be under the jurisdiction of the Permanent Public Building Committee as provided by below, for which the Public Facilities Department will provide support.

2.6.2 Permanent Public Building Committee

There shall be a Permanent Public Building Committee (hereinafter "Committee") responsible for overseeing the construction, reconstruction, alteration or enlargement of all buildings owned by the Town or constructed on land owned, leased or operated by the Town.

2.6.2.1 The Committee shall consist of the Town Manager or his or her designee and six additional members appointed by majority vote of an appointing authority. The appointing authority shall consist of the Moderator, the Chairman of the School Committee, the chairman of the Board of Selectmen, the Chairman of the Board of Library Trustees, and the Chairman of the Park and Recreation Commission.

2.6.2.2 Each of the members appointed by the Appointing Authority shall be a registered voter of the Town of Needham. No member appointed by the Appointing Authority shall be a paid employee of the Town, or serve as an elected official, or appointed or elected member of another standing Town board, committee or commission, except Town Meeting.

2.6.2.3 Among the members appointed by the Appointing Authority, there shall be a commercial general contractor, an architect, an engineer, and an attorney, if qualified individuals with the necessary expertise are available for appointment, and two other residents. If a commercial general contractor, architect, engineer, or attorney, as the case may be, is not available for appointment, the Appointing Authority shall have the discretion to appoint instead any individual meeting the qualifications set forth in 2.6.2.2 with construction, engineering, or accounting experience to fill that vacancy

2.6.2.4 The Town Manager, if a member, shall serve ex officio. A member serving as the designee of the Town Manager shall serve at the discretion of the Town Manager. Members appointed by the Appointing Authority shall serve for terms of three years.

2.6.2.5 The Appointing Authority shall, following the effective date of this section, appoint members of the Committee as follows: Two members for one year, two members for two years and two members for three years. Upon the expiration of a term, future appointments shall be for terms of three years, except that if a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired portion of that term. Expiring terms shall end on December 31 of each year. A member may hold his or her seat after his or her term expires until a successor is qualified.

(c) By deleting in subsection (m) of section 2.7.2.3 of the December 2004 Compilation the words "The project manager shall report to the Committee."; and deleting in section 2.7.2.4 of the December 2004 Compilation the sum "$100,000" and inserting in place thereof the sum "$500,000" and deleting in section 2.7.2.4 of the December 2004 Compilation the words "The Committee shall

serve as the Awarding Authority for all projects under its jurisdiction" and the words "to a User Agency."

(d) By inserting in section 2.7.2.7 of the December 2004 Compilation after the words "the Committee shall" the words ", subject to appropriation," and deleting after the words "construction of projects" the words "and subject to appropriation,".

(e) By deleting in section 2.7.2.9 of the December 2004 Compilation after the words "Prior to the commencement of a feasibility study, the feasibility study funding shall be" the words "reviewed and approved by the Town's capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(f) By deleting in section 2.7.2.10 of the December 2004 Compilation after the words "the final design scope of work and its funding shall be" the words "reviewed and approved by the capital planning process" and inserting in place thereof the words "submitted as part of the capital improvement planning process in accordance with Section 2.2.2 of this by-law and funded by Town Meeting."

(g) By deleting in subsection (1) of section 2.7.2.15 of the December 2004 Compilation the words "Town's Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department" and deleting the words "said Board" and inserting in place thereof the word "Department" and deleting in subsection (2) of section 2.7.2.15 of the December 2004 Compilation the words "Municipal Building Maintenance Board" and inserting in place thereof the words "Public Facilities Department."

23. By deleting in Section 2.7.3 of the December 2004 Compilation the words "oversee programs designed to maintain and upgrade schools physical plant and energy requirements, set long range goals for facility needs and use, as well as to"

24. By deleting in Section 2.8.1 of the December 2004 Compilation the word Librarian and inserting in place thereof the words "Director of the Public Library" and deleting in section 2.8.2 of the December 2004 Compilation the words "Town Librarian" and inserting in place thereof the words "Director of the Public Library."

25. By deleting Section 2.12 of the December 2004 Compilation and renumbering accordingly.

26. By deleting Section *3.1.6 of the December 2004 Compilation.

27. By deleting Section *3.1.11 of the December 2004 Compilation.

28. By deleting Section 3.2.2 of the December 2004 Compilation and renumbering following sections accordingly.

29. By deleting Article 8 of the December 2004 Compilation in its entirety and renumbering the following sections accordingly.

30. By inserting at the end of the first paragraph of Section 2.6.2 of the December 2004 compilation the words "except at the Recycling Transfer Station with an appropriate permit for entry to that facility and in compliance with the rules and regulations adopted by the Board of Selectmen."

ARTICLE 56: AMEND GENERAL BY-LAW HEALTH REGULATIONS – FINES

To see if the Town will vote to amend its General By-law by deleting sub section B of Section 9.2.2.7 and inserting in place thereof the following:

B. Nuisance and General Sanitation – Article 4

Enforcement Agent: Health Director, Environmental Health Agent and Public Health Nurse

Fine Schedule:
First Offense – fifty dollars ($50)
Second Offense – one hundred dollars ($100)
Third Offense- two hundred dollars ($200)
Fourth and Subsequent Offenses – three hundred dollars ($300)

Or take any other action relative thereto.

Article 56 Explanation: The Board of Health recently revised its regulations for the control of Public Nuisance. The proposed revision to the By-law would raise the associated fines to the maximum level allowed in order to protect the public health of the citizens of the Town.

MOVED: That the Town vote to amend its General By-law by deleting sub section B of Section 9.2.2.7 and inserting in place thereof the following:

B. Nuisance and General Sanitation – Article 4

Enforcement Agent: Health Director, Environmental Health Agent and Public Health Nurse

Fine Schedule:
First Offense – fifty dollars ($50)
Second Offense – one hundred dollars ($100)
Third Offense- two hundred dollars ($200)
Fourth and Subsequent Offenses – three hundred dollars ($300).

Mr. John A. Bulian, Chairman, recommended adoption of this proposal on behalf of the Board of Selectmen. He stated that this article increases the fines to the maximum level allowed under State law.

Mr. Mark P. Fachetti, Co-Vice Chairman, advised that the Finance Committee supports this proposal.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 57 was previously adopted by unanimous vote.

ARTICLE 58 was previously withdrawn on May 2, 2005.

ARTICLE 59: SALE OR LEASE OF TOWN LAND

To see if the Town will vote to authorize the Board of Selectmen to sell or lease a lot of land owned by the Town containing approximately 12,000 square feet and located at the intersection of Bancroft Street and Brookline Street, said land to be sold or leased to a non-profit organization for the purpose of construction of a low or moderate income housing structure; or take any other action relative thereto.

Article 59 Explanation: The Board of Selectmen is evaluating a proposal made by Needham Interfaith Habitat for Humanity to construct a home on the property located at the corner of Brookline and Bancroft Streets. Details about the specific proposal will be available by Town Meeting.

MOVED: That the Town vote to authorize the Board of Selectmen to sell or lease a lot of land owned by the Town containing approximately 12,000 square feet and located at the intersection of Bancroft Street and Brookline Street, said land to be sold or leased to a non-profit organization for the purpose of construction of a low or moderate income housing structure.

Mr. Gerald A. Wasserman, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that a group from Harvard came with a plan to build an affordable house on the lot of land on the corner of Bancroft Street and Brookline Street. The neighbors opposed the plan siting that the house was not attractive. Recently the Needham Interfaith Habitat for Humanity came to the Board of Selectmen with a plan to build home on this lot. Mr. Wasserman stated that the town would require a Request For Proposal which would include certain requirements such as 1) a single family home, 2) compliance with the Zoning By-Law, 3) compliance with the town's wetlands regulations, and 4) the developer must be a not-for-profit builder. Mr. Wasserman noted that this is one step in achieving affordable houses and if Needham Interfaith Habitat for Humanity is the high bidder, we have a wonderful community project. The appraised value of this lot is $375,000.

Mr. John W. Filoon, Co-Vice Chairman, advised that the Finance Committee does not recommend adoption of this article. The Finance Committee addressed the financial impact to the town and the potential sale is only 10% of the value of the lot. There are no other known bidders and a conceivable bid could be only $1 in addition to the loss of tax revenue. As far as the Chapter 40B situation, the sale of this lot to a not-for-profit bidder is only a small token at best. The Town of Needham currently needs to add about 600 affordable housing units and current has about 400.

A motion to amend was offered by Mr. Robert Scott Amsbary as follows:

1. By deleting the entire Main Motion and inserting in place thereof the following:

"To see if the Town will vote to authorize the Board of Selectmen to sell or lease a lot of land owned by the Town containing approximately 12,000 square feet and located at the intersection of Bancroft Street and Brookline Street, said land to be sold or leased to an organization, profit or non-profit, for the purpose of construction of a single family housing structure; or take any other action relative thereto."

Mr. Amsbary request that resident Robert A. Mazzarese to address this amendment. Mr. Mazzarese indicated that the town should be focused on fiscal responsibility. This land is worth much more than $350,000 and the Town should be working on a fiscally responsible proposal. He urged Town Meeting Members not to vote for this charity.

Mr. Gerald A. Wasserman advised that this amendment does change the proposal and the Board of Selectmen do not support the amendment.

Mr. Brian W. Fisher, resident at 204 Washington Avenue, advised that he lives 5 house lots away from this property. He expressed concern that his children and other neighborhood children cut through this lot. He is not against the concept, but he just found out about the proposed sale. He stated that this is your town, but it is my neighborhood.

A motion to refer the subject matter of this article to the Community Preservation Committee and report back to the next Town Meeting or sooner was offered by Mr. Alan S. Fanger. He advised that he was struck by the beauty of this property and suggested that this committee study the proposal and decide on the best disposition of this property.

Mr. Maurice P. Handel, Chairman, Planning Board, spoke in favor of the main motion and expressed concern with the two amendments. The Harvard Group came to put a house on this lot. This is the right thing to do. He advised that Chapter 40B affordable housing can go in different areas and Zoning has little controls.

Mr. Richard W. Gatto, Member, Needham Housing Authority, concurred with Mr. Handel that it is the right thing to do. Some affordable housing units use a lottery system for the selection process. Habitat for Housing uses an interview system.

Susan W. Abbott spoke against using this land for any building purpose. She stated that she believes in affordable housing, but thought the land should be preserved for open space.

Kim Marie Nichols spoke in favor of the main article. She suggested that one stipulation could be to select a Metco family whose child attends Needham schools.

Rosalie G. Fox advised that she received a call today from a constituent who felt that this article is a slap in the face to people who have worked hard to live in this town. Mrs. Fox questioned that there is nothing in the R.F.P. that states it will go to Habitat.

Mr. Paul G. Smith advised that there are no vacant lots in Precincts I and J and there is a good argument for having this land remain open.

Sandra Balzer Tobin also spoke in support of this proposal. She noted that she is a life-long resident of Needham and many of her classmates had to move out of Needham because they could not afford to live here. Needham has a great deal of diversity and this is the right way to go.

Mr. Timothy P. Tierney, member, Design Review Board, indicated that he, too, is a life-long resident of Needham and indicated that the Habitat design is consistent with the neighborhood and a small nibble at Chapter 40B.

Also speaking in favor of this proposal was Town Meeting Members Meredith P. Page, Jeffrey Kristeller, Tim Cleary, Jill C. Kahn-Boesel. Paul F. Denver, and Margaret Pantridge.

After a lengthy discussion, a motion to move the previous question was offered by Mr. William R. Dermody. The motion was presented and carried by voice vote.

Mr. Alan S. Fanger's motion to refer was presented, but it failed to pass by voice vote.

Mr. Robert Scott Amsbary's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 60 was previously withdrawn on May 2, 2005.

ARTICLE 61: CITIZENS' PETITION/FUEL EFFICIENT VEHICLES

When the Town of Needham purchases motor vehicles for its municipal operations, each vehicle purchased must be the most fuel-efficient model available that will fulfill the intended municipal function; provided that the vehicle also meets other established procurement criteria, such as price and reliability; any other action relative thereto.

Article 61 Explanation: This article is intended to encourage the purchase of hybrid or other high fuel efficiency vehicles by the Town. The resolution would require that the Town government make fuel efficiency its principal criterion for selecting motor vehicles, provided that the vehicle in question meets other established procurement standards.

MOVED: That the Town vote that when the Town of Needham purchases motor vehicles for its municipal operations, each vehicle purchased must be the most fuel-efficient model available that will fulfill the intended municipal function; provided that the vehicle also meets other established procurement criteria, such as price and reliability.

A motion to postpone indefinitely the subject matter of this article was offered by Susan W. Abbott. She explained that this would be taken up under the omnibus article in the form of a resolution.

The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 62: CITIZENS' PETITION/FULLY CONSIDER CAPITAL AND OPERATING COSTS`

When planning a new municipal or school district building, or a major building renovation, the town's permanent public building committee, and /or the finance committee, or another delegated committee shall consider the lifecycle costs to the town of the building, giving consideration to debt service and operating costs, including future utility bills and possible environmental impact in the future.

The responsible committee shall prepare a written cost-benefit analysis for energy efficiency measures and other items that would reduce future operating costs, particularly those for which subsidies are available from the local electric and natural gas utilities. The analysis shall be provided to the Board of Selectmen and made available to town residents for inspection and reproduction when the RFP is sent out; any other action relative thereto.

Article 62 Explanation: This article would require the use of Life Cycle Cost Analysis (LCCA) by a Town committee involved in planning a new building or major renovation project, and the filing of a cost-benefit analysis for energy efficiency and other measures reducing operating costs prior to issuance of a Request for Proposals (RFP) for design or construction. LCCA is a form of analysis that involves quantification of differential costs of options for a given project. In addition to construction costs, LCCA may consider all expenditures and costs throughout the life of an alternative. It is intended to determine and demonstrate the merits of the selected alternatives in an analytical and fact-based manner.

MOVED: That the Town When planning a new municipal or school district building, or a major building renovation, the town's permanent public building committee, and /or the finance committee, or another delegated committee shall consider the lifecycle costs to the town of the building, giving consideration to debt service and operating costs, including future utility bills and possible environmental impact in the future.

The responsible committee shall prepare a written cost-benefit analysis for energy efficiency measures and other items that would reduce future operating costs, particularly those for which subsidies are available from the local electric and natural gas utilities. The analysis shall be provided to the Board of Selectmen and made available to town residents for inspection and reproduction when the RFP is sent out.

A motion to postpone indefinitely the subject matter of this article was offered by Susan W. Abbott. She explained that this would be taken up under the omnibus article in the form of a resolution.

The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 63 was previously adopted by unanimous vote._

ARTICLE 64: OMNIBUS

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for or proposed by the Selectmen, or any Town officer or committee, to appoint such committees as may be decided upon and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

MOVED: Under Article 64, Mr. Gerald A. Wasserman offered the following Resolution:

Resolved: that the Town place a high priority on fuel efficiency in selecting motor vehicles for purchase or acquisition, including consideration of vehicles using hybrid or other new technologies.

Mr. Wasserman, Selectman, advised that this is another compromise with the petitioners. The town agrees with the concept, but did not want to be locked in.

ACTION: The Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 64, Mr. Daniel P. Matthews offered the following Resolution:

Resolved: That the Permanent Public Building Committee, where appropriate, employ life cycle cost analysis in planning both new buildings and major renovations of existing buildings, such analysis in the discretion of the committee to include but not necessarily be limited to consideration of debt costs, operating costs, maintenance costs, potential energy and utility savings, and environmental impacts, and that the findings of such analysis be made available to the public.

Mr. Matthews, Selectman, advised that the Town of Needham is incorporating life cycle analysis in planning new buildings and major renovations of existing buildings.

ACTION: The Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 64, Mr. Richard S. Creem moved that the operating budget adopted under Article 13 of this Annual Town Meeting be amended as follows:

Line	Description	Changing From	Changing To
10	Performance Pay Pool	$260,600	$365,500
11	Reserve Fund	$884,408	$779,508

Mr. Stephen A. Jonas, Chairman, addressed this amendment on behalf of the Finance Committee. He explained that this amendment addresses the Needham Police Union collective bargaining agreement under Article 7.

The motion to amend under Line Item 10 was presented and carried unanimously by voice vote.

The motion to amend under Line Item 11 was presented and carried unanimously by voice vote.

ACTION: The main motion was under Article 13 was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise, appropriate, and/or transfer for the necessary Town expenses and charges, and further that the operating budget be partially funded by a transfer from the parking meter fund in the amount of $85,000, from the Landfill C & D Fund in the amount of $20,000, from Overlay Surplus in the amount of $400,000, and from amounts reserved for debt exclusion offset in the amount of $61,729 as follows:

TOWNWIDE EXPENSES

001. Retirement (Chapter 34)	134,000
002. Retirement Contributory System	3,696,000
003. Health insurance	9,005,000
004. Insurance Liability Fund (Ch. 10 Acts 2002)	380,000
005. Unemployment compensation	70,306
006. Debt Service	7,567,348
007. Worker's Compensation	385,000
008. General Insurance	453,000
009. Property Self Insurance (Chapter 40, Section 13)	20,000
010. Performance Pay Pool	365,500
011. Reserve Fund	779,508
TOTAL TOWN WIDE EXPENSES	**22,855,662**

GENERAL GOVERNMENT

BOARD OF SELECTMEN/TOWN MANAGEMENT

101. Salaries	406,601
102. Purchase or Service	143,351
103. Expenses	22,626
104. Capital Outlay	0
TOTAL	**572,578**

TOWN CLERK/BOARD OF REGISTRARS

106. Salaries	198,121
107. Purchase of service	21,325
108. Expenses	4,300
109. Capital Outlay	0
TOTAL	**223,746**

LEGAL:

111. Salaries	61,244
112. Purchase of Service	150,000
113. Expenses	3,500
TOTAL	**214,744**

PERSONNEL BOARD

Salaries	1,562
Salaries – Merit Program	1,500
116. Salaries – Total	3,062
117. Purchase of Service	12,500
118. Expenses	0
TOTAL	**15,562**

ASSESSORS

121. Salaries	229,472
122. Purchase of Service	47,000
123. Expenses	13,250
124. Capital Outlay	0
TOTAL	**289,722**

FINANCE DEPARTMENT

126. Salaries	879,785
127. Purchase of Service	426,109
128. Expenses	93,105
129. Capital Outlay	27,000
TOTAL	**1,425,999**

FINANCE COMMITTEE

131. Salaries	25,625
132. Purchase of Service	125
133. Expenses	510
TOTAL	**26,260**

TOTAL GENERAL GOVERNMENT **2,768,611**

EDUCATION

SCHOOL DEPARTMENT

Salaries	31,913,492
Purchase of Service	3,400,510
Expenses	908,531
Capital Outlay	150,605
201 TOTAL	**36,373,138**

MINUTEMEN REGIONAL HIGH SCHOOL

210 Assessment	610,213
TOTAL	**610,213**
TOTAL EDUCATION	**36,983,351**

PUBLIC SAFETY

POLICE DEPARTMENT

Salaries – Regular	3,547,330
Salaries - Overtime	430,013
301. Salaries – Total	3,977,343
302. Purchase of Service	61,300
303. Expenses	168,343
304. Capital Outlay	115,974
TOTAL	**4,322,960**

FIRE DEPARTMENT

Salaries – Regular	4,657,590
Salaries – Overtime	488,088
306. Total Salaries	5,145,678
307. Purchase of Service	74,944
308. Expenses	156,013
309. Capital Outlay	0
TOTAL	**5,376,635**

BUILDING INSPECTION SERVICES

311. Salaries	351,465
312. Purchase of Service	3,674
313. Expenses	7,736
TOTAL	**362,875**
TOTAL PUBLIC SAFETY	**10,062,470**

PUBLIC FACILITIES

DEPARTMENT OF PUBLIC WORKS

401. Salaries	2,668,429
402. Purchase of Service	668,399
403. Expenses	316,605
404. Capital Outlay	0
405. Snow & Ice	200,000
TOTAL	**3,853,433**

MUNICIPAL PARKING PROGRAM

410. Municipal Parking Program	204,221
TOTAL	**204,221**

MUNICIPAL BUILDING MAINTENANCE BOARD

411. Salaries	2,291,547
412. Purchase of Service	2,220,004
413. Expenses	317,512
414. Capital Outlay	0
TOTAL	**4,829,063**

MUNICIPAL STREET LIGHTING

420. Street Lighting Program	291,500
TOTAL	**291,500**

PERMANENT PUBLIC BUILDING COMMITTEE

421. Salaries	77,319
422. Purchase of Service	1,500
423. Expenses	4,300
TOTAL	**83,119**
TOTAL PUBLIC FACILITIES	**9,261,336**

HEALTH AND HUMAN SERVICES

BOARD OF HEALTH

501. Salaries	295,683
502. Purchase of Service	78,366
503. Expenses	7,550
TOTAL	**381,599**

VETERANS' SERVICES

506. Salaries	54,745
507. Purchase of Service	450
508. Expenses	33,350
TOTAL	**88,545**

YOUTH COMMISSION

511. Salaries	185,877
512. Purchase of Service	2,800
513. Expenses	1,990
TOTAL	**190,667**

COUNCIL ON AGING

516. Salaries	220,527
517. Purchase of Service	4,295
518. Expenses	5,175
TOTAL	**229,997**

COMMISSION ON DISABILITIES

525. Expenses	513
TOTAL	**513**
TOTAL HEALTH AND HUMAN SERVICES	**891,321**

LAND & DEVELOPMENT

PLANNING BOARD

601. Salaries	127,829
602. Purchase of Service	7,750
603. Expenses	3,310
TOTAL	**138,889**

CONSERVATION COMMISSION:	
606. Salaries	30,724
607. Purchase of Service	2,070
608. Expenses	1,823
TOTAL	**34,617**
BOARD OF APPEALS	
611. Salaries	15,326
612. Purchase of Service	3,040
613. Expenses	170
TOTAL	**18,536**
HISTORICAL COMMISSION	
620. Expenses	513
TOTAL	**513**
TOTAL LAND & DEVELOPMENT	**192,555**
CULTURAL AND LEISURE SERVICES	
LIBRARY	
701. Salaries	843,558
702. Purchase of Service	18,010
703. Expenses	12,431
704. Books, Periodicals & AV 151,905	
TOTAL	**1,025,904**
PARK & RECREATION COMMISSION	
706. Salaries	390,409
707. Purchase of Service	50,778
708. Expenses	23,347
709. Capital Outlay	12,000
TOTAL	**476,534**
MEMORIAL PARK	
715. Expenses	500
Total	**500.**
TOTAL: CULTURAL & LEISURE SERVICES	**1,502,938**
DEPARTMENT BUDGETS:	**61,602,582**
TOTAL OPERATING BUDGET	**84,518,244**

MOVED: Under Article 64, Mr. James Hugh Powers offered the following Resolution:

That the Moderator appoint a committee of seven Town Meeting Members to make a study and investigation of ways and means of strengthening the Representative Town Meeting as the legislative branch of Town Government now having a Town Manager system, such means to include, but not to be limited to -

(a) The creation of a standing committee of the Town Meeting having legislative oversight and post-audit powers;

(b) Improvements in the standing committee system of the Town Meeting;

(c) Improvements in the rules of procedure of the Town Meeting, with a view to enhancing the Town Meeting's role under the Separation of Powers;

(d) Giving standing committees of the town Meeting their own independent power to employ staff, subject to appropriation and such approval by the Moderator as the Town may specify by by-law, in lieu of present Charter provisions which, with one exception, require such committee staff to be appointed by the Town Manager; and

(e) Methods of curbing excessive absenteeism by Town Meeting Members from Town Meeting sessions, which threaten the right of voters in the several precincts to equal representation in the Town Meeting.

Said Committee shall report its findings and recommendations to the Town at the 2006 Annual Town Meeting, or sooner.

Mr. James Hugh Powers explained that historic measures have been taken in the last two Town Meetings with the creation of a Town Manager form of government and the amendments to the Town's Charter and General By-Laws to incorporate the new form of government. We need equal representation. Absenteeism is very high and it is a serious problem. We need to do something about it.

A motion to refer the subject matter of this resolution to the Board of Selectmen for further study was offered by Mr. James G. Healy. He explained that this new form of government has only been in existence for two weeks. We know there will be some tweaks. Let's give it a chance.

Mr. James Hugh Powers stated that this is a proposal to study Town Meeting (the Legislative Branch of local government) and not the Selectmen's job to study. He urged support of his resolution.

Mr. Paul A. Siegenthaler advised that he served on a Government Review Committee and the Town Manager form of government and Town Meeting were the two major issues. He spoke in favor of Mr. Power's resolution.

Mary Ellen Herd spoke in favor of the motion to refer stating that we may have a Special Town Meeting in November.

Michael J. Greis advised that this is a tough subject to take up under the Omnibus Article. He concurred with the issues, but suggested that Town Meeting Members talk with Mr. James Hugh Powers.

Mr. James Hugh Powers again respectfully requested support of his resolution.

A motion to move the previous question on the resolution and the motion to refer was offered by Mr. William M. Powers. The motion was presented, but it failed to pass by voice vote.

In response to a request from Mr. James G. Healy, unanimous consent was given to withdraw his motion to refer.

Mrs. Lois Sockol rose in support of Mr. James Hugh Powers' resolution. She suggested that there is a need for this committee.

ACTION: Mr. Power' resolution to create a seven-member committee was presented and carried by voice vote.

MOVED: Under Article 64, Mr. John E. Comando offered the following Resolution:

RESOLUTION TO THE GOVERNOR AND GENERAL COURT REGARDING THE USE OF THE COMMUNITY PRESERVATION ACT TRUST FUND

To see if the Town will pass a resolution to petition the Governor and General Court regarding the use of Community Preservation Act (CPA) Trust Funds, as follows:

Whereas: The Massachusetts Community Preservation Act (CPA) was enacted as a local option statute to help communities preserve open space, protect historic resources, create affordable housing, and provide recreational facilities, and

Whereas: The availability of matching funds from the State CPA trust is an essential element of the program, and

Whereas: To date, Needham and seventy-four other communities have approved local property tax surcharges to provide the local share of CPA funding, and sixteen or more additional communities have currently planned or scheduled CPA local option referenda, and

Whereas: Communities adopting the CPA have acted in reliance on essential provisions of the CPA as enacted, including reservation of the CPA trust as a source of matching funds, and

Whereas: The amount of locally raised surcharges statewide is expected to exceed the revenue to the State CPA Trust in FY '06 and in all foreseeable future years,

Therefore, be it resolved that the Needham Town Meeting urges the Governor and General Court to continue the reservation of the assets of the State CPA Trust for distribution only as matching funds under the CPA and urges the Governor and the General Court not to transfer or appropriate funds from the CPA trust for any other purpose.

And therefore, Needham Town Meeting instructs the Town Clerk to notify the Governor and Needham's representatives in the General Court of its actions this day,

ACTION: The Resolution was presented and carried unanimously by voice vote.

At this time the Moderator thanked the following individuals and groups for their participation in Town Meeting: the Town Clerk and her staff for taking attendance, Custodian Tom Grimes, Steve Tedeschi for setting up and maintaining the audio system, Mark Mandel and staff of the Needham Cable Channel, Finance Committee members Stephen A. Jonas, John W. Filoon, Richard S. Creem, Mark P. Fachetti, Lita C. Young, Laura A Brooks, Jane A. Howard, Damon J. Borrelli, who is going off the Committee, Past Chairman Ted Weiner, Susan Herman, the Executive Secretary to the Finance Committee, Peter McLaughlin and Greg Kaminsky for manning the microphones, and our new Town Manager Kate Fitzpatrick. She was a good choice. She has massive responsibility and will need the support, help and best wishes of this body. The Moderator expressed pride in the efforts undertaken under Article 55 and hoped it would continue. He announced that the Town of Winthrop has moved to a city council form of government and will no longer have a Town Meeting. For some this is a victory. For others it is a sad day. May this never happen to Needham. This is the only method of true citizen participation and involvement.

MOVED: Under Article 64, Mr. John A. Bulian offered the following Resolution:

RESOLUTION
In memory of Gertrude J. Farnham

WHEREAS: Gertrude J. "Trudi" (Brady) Farnham was born in Needham and graduated from Needham High School in 1942. During the Second World War, she graduated from the Newton Wellesley Hospital School of Nursing, and married Phillip Farnham. Mr. Farnham, a veteran of World War Two, was recalled into the service of his country during the Korean War and was killed in 1951. Trudi Farnham stayed in Needham, and raised her children Judith and David here; and

WHEREAS: Trudi Farnham worked as a nurse at the Glover Memorial Hospital, retiring, then working at the American Red Cross before retiring again in 1988; and

WHEREAS: A Brownie and Girl Scout leader and Little League parent for ten years, she was the first woman to serve on the Needham Little League Board of Directors. She was an active member of the Christ Episcopal Church, serving on the Altar Guild and founding the "crib room" for parents to leave their little ones while they attended church services. She was a 2002 recipient of the Richard P. Melick Foundation Award; and

WHEREAS: A cancer survivor, Trudi Farnham gave selflessly of her time and energy to the Town, most often volunteering to help those who were ill or frail. She served as a director of the Community Council, and was a founding member of the Human Rights Committee, serving two years as Co-chairperson. She also served for 14 years as a member of the Council on Aging, and five years on the Korean War Semi-centennial Committee. Although not an elected member of Town Meeting, she attended every session for many years and was an institution in the back of the hall.

NOW THEREFORE, be it resolved by this body that the 2005 Annual Town Meeting be dissolved in honor of the many civic and community contributions of Trudi Farnham to the Town of Needham.

ACTION: At 11:33 P.M. on Wednesday May 11, 2005, the Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, MMC,
Town Clerk

A true copy
ATTEST: